



## **City of Lake Elmo**

3800 Laverne Avenue North  
Lake Elmo, MN 55042  
651-747-3900

### **Lake Elmo Park Use Policy**

#### **Purpose & Intent:**

The purpose of this policy is to establish a fair and equitable distribution of the limited City of Lake Elmo park facilities. The City of Lake Elmo's Parks Commission oversees and governs the use of fields, shelters, and other facilities that reside in our park facilities by the City itself, school districts, athletic organizations, community groups and the general public.

It is the intent of this policy to classify & guide potential users / residents of Lake Elmo of these facilities that may wish to use these facilities exclusively for their activity for a specific amount of time into a priority system that best meets the ever changing needs of the City of Lake Elmo.

#### **User Priorities**

- |                     |  |
|---------------------|--|
| <b>Priority 1 –</b> | <b>City of Lake Elmo</b>   |
| <b>Priority 2 –</b> | <b>Affiliated School Districts</b>                               |
| <b>Priority 3 –</b> | <b>Affiliated Youth and Adult Athletic / Civic Organizations</b> |
| <b>Priority 4 –</b> | <b>Non-Resident / Non-Resident Groups</b>                        |

#### **Parks Available for Field Reservations**

The City of Lake Elmo will begin taking park reservations on January 15<sup>th</sup> each year.

The City of Lake Elmo has (6) distinct parks available for field reservation and exclusive use. They are:

- VFW Park
- Lions Park
- Tablyn Park
- Pebble Park
- Reid Park
- Demontreville Park

For the purpose of fairness and equitable access each of the above parks can be reserved up to (2) hours per reservation, with reservations made up to 10 business days in advance. Athletic organizations seeking larger

blocks of time or for the purpose of a tournament / scheduled competitive sporting event may schedule in advance (10 business days) at a cost of \$20 per each additional two hour block of time. If the park facility is not scheduled for additional time by another organization / resident within the 10 business days, the organization may use the facility up to an additional (2) hours at no charge. If an organization that pre-reserves a field or facility, determines that they no longer have a use for the facility, the organization must release the time back to the City of Lake Elmo within 48 hours of the reservation time or be charged \$20 per hour of unused time.

All other parks with recreational fields can be used on a first come first serve basis. Hardcourts (tennis and basketball) are also provided on a first come, first serve basis.

Any special requests for amenities and or services (ie additional restrooms, soccer goals, dumpsters) must be requested at the time of reservation.

If two entities are vying for the same fields, the entity with the higher priority rating will prevail. If two entities are vying for the same field and have the same priority rating, the entity that serves the higher number of Lake Elmo residents will prevail.

### **Park and Shelter Reservations for Events and Other Uses**

Lake Elmo city parks and shelters may be reserved for exclusive use to accommodate small events requiring additional space beyond field use. Examples may include run/walks, company picnics, family reunions, wedding receptions, and other events with less than 100 attendees. Parks can be reserved for up to 6 hours per reservation, with reservations made up to 10 business days in advance. A \$50 deposit (\$100 - \$50 deposit and \$50 use fee for non-Lake Elmo residents) along with a park event reservation form must be presented at time of reservation. Users of parks are required to clean facilities after use including picking up all refuse on and around grounds and shelter, wiping off tables, and sweeping the hard surface of area used. Failure to clean the area as defined above will result in the loss of the \$50 security deposit.

Public events that are expecting more than 100 people in attendance, may be required to attain a special event permit.

### **Sportsmanship / Behavior**

The City of Lake Elmo has provided (17) parks and open spaces for public enjoyment. To insure that park use is fun, comfortable, and pleasant experience the following rules of use have been established:

1. In the use of athletic fields, good sportsmanship rules apply to all players, parents, coaches and fans involved;
2. Programmed youth sports activities must be chaperoned by adults;
3. Electronic amplification for music or voice projection and artificial lighting not provided by the City of Lake Elmo must be approved in writing and must cease at dusk;
4. No smoking, alcohol or illegal drugs;
5. No Open fires;
6. No glass beverage containers
7. No picking of flowers, plant materials, or physical contact with shrubs or trees unless otherwise designated as part of a nature education program;
8. All pets must be leashed at all times;
9. No solicitation of funds or sales of merchandise;

10. Litter pick-up and disposal in the responsibility of the reserving entity. Trash must be bagged, sealed and placed in the park's trash receptacle. Entity may be charged if the City staff has to provide this service;
11. No parking on turf areas, with the exception of unloading and loading of sporting equipment or gathering supplies. Parking in only assigned areas;

## **City Provided Lights**

Field illumination is provided at Lions Park. Organizations using the facility under reservation must turn the lights out (20) after completion of activity or be penalized \$30 to offset utility costs.

## **Shelters**

~~Parks with shelters can be reserved for (4) hour blocks, with reservations made up to (7) days in advance for special events such as company picnics, family reunions, wedding reception, etc. The cost for Lake Elmo residents is \$50 deposit and \$100 (\$50 deposit / \$50 use fee) for non-Lake Elmo residents. Users of the shelters are required to pick up all refuse on and around the shelter, wipe off tables, and sweep the hard surface area used. Failure to clean the area as defined above will result in the loss of the \$50 security deposit.~~



## 2013 Park Survey Results/Trends

August 2013

### Introduction

A park survey was mailed to 3,203 homes in Lake Elmo on June 14, 2013.

432 surveys were completed and returned.

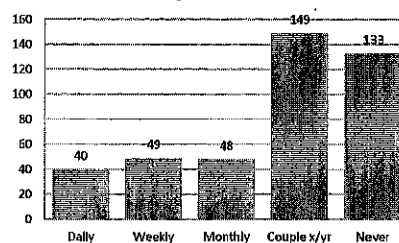


## City Lake Use

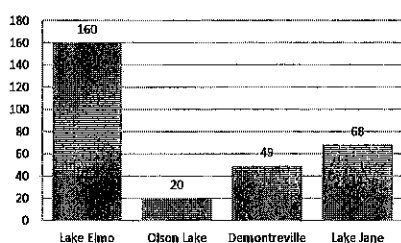
Out of the taxpayers who responded to the lake use question, most use city lakes a couple times per year, if at all. Taxpayers between the ages 26 to 35 are more likely to use the lakes more frequently.

Lake Elmo is the most heavily used lakes, as indicated by a 54% response rate.

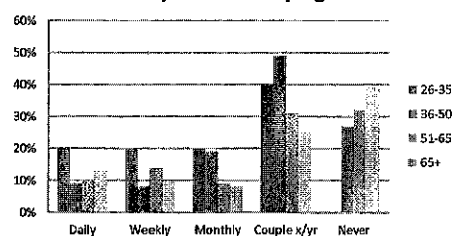
City Lake Use



Lake Preference



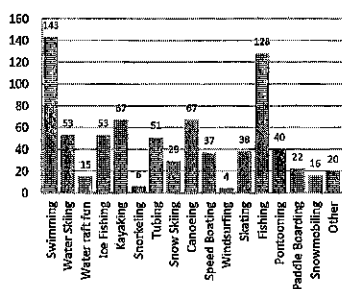
City Lake Use by Age



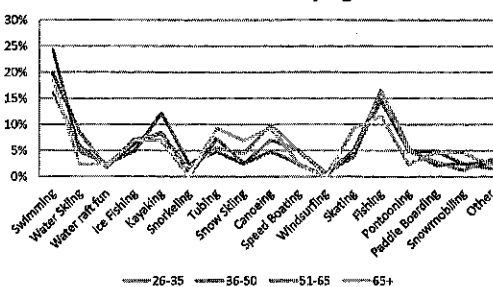
## City Lake Use

The primary activities enjoyed by taxpayers on city lakes are swimming and fishing. Kayaking and canoeing follow as other popular lake activities.

Lake Activities



Lake Activities by Age



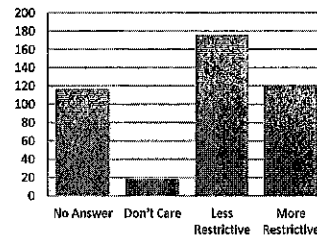
## City Lake Use

Out of 432 Surveys received, the breakdown for answers to "When do you think that users should be allowed to use watercraft on the lakes on weekdays?" is:

- No answer given: 117 (27%)
- Don't care: 19 (4%)
- Before Noon (less restrictive): 176 (41%)
- After Noon (more restrictive): 120 (28%)

*This includes 'yes' answers as less restrictive (before noon) and 'no' answers as more restrictive (after noon)*

**Wake Restrictions**

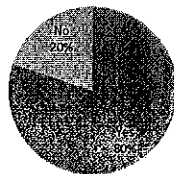


- Of the 176 that answered wake before noon:
- 144 (82%) cited wake hours beginning at 9 am or earlier
- 32 (18%) cited wake hours beginning between 9 am to noon

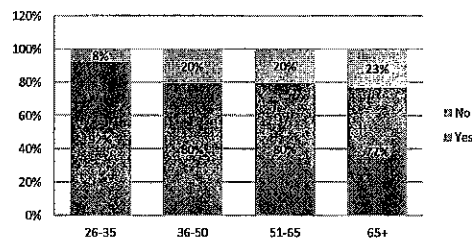
## Trails & Connectivity

Eighty percent (80%) of taxpayers are in favor of the city developing a trail system that connects neighborhoods, parks, downtown and schools. This desire is shared evenly among age groups, with slightly more interest among 26 to 35 year olds.

**Favor of Trail System**

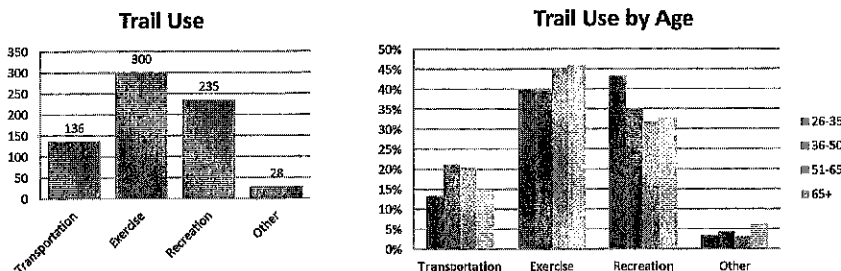


**Favor of Trail System by Age**



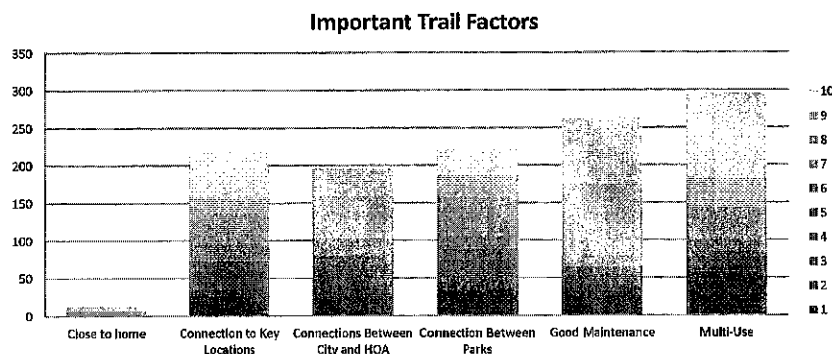
## Trails & Connectivity

The majority of respondents are interested in a trail system for exercise and recreation purposes. Taxpayers between ages 26 to 35 are more likely to use trails for recreation, while residents age 65+ are more likely to use trails to get exercise.



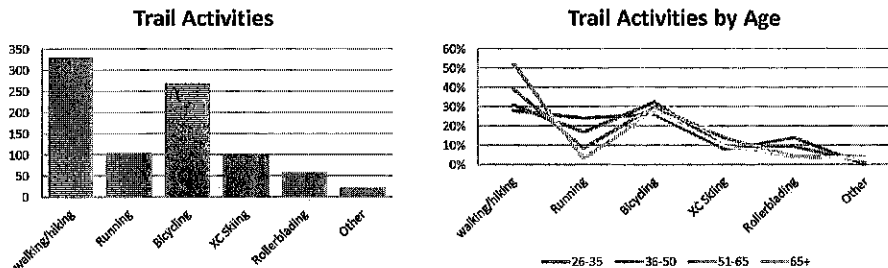
## Trails & Connectivity

Respondents were asked to rate important trail factors from 1-10 (10 being most important). The results indicate that multi-use trails and good maintenance are the most commonly indicated concerns and most frequently ranked most important as well.



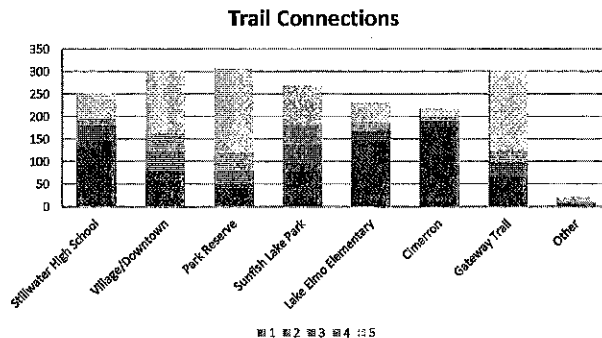
## Trails & Connectivity

The most popular uses for city trails are walking/hiking, and biking. Trail users between the ages of 26 to 35 are more likely to engage in more vigorous activity like running and rollerblading, whereas the primary activity choice for users age 65+ is walking and hiking.



## Trails & Connectivity

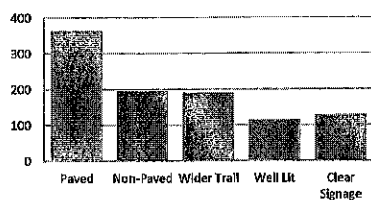
Respondents were asked to rate destinations for trail connections from 1 to 5, with 5 being the most important. As indicated by the results below, the Lake Elmo Park Reserve, Gateway Trail, and the Old Village/Downtown area were most frequently indicated. The Park Reserve and Gateway Trail received the highest rankings in terms of importance.



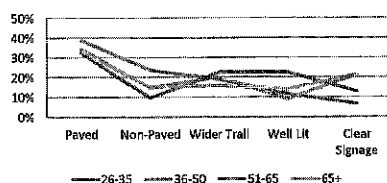
## Trails & Connectivity

Survey respondents indicated that they would like to see more paved trails. The most common factors discouraging the use of trails include safety and poor maintenance.

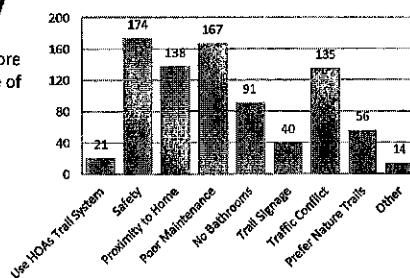
**Trail Feature Preference**



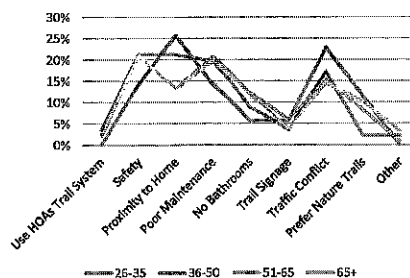
**Trail Feature Preference by Age**



**Factors Discouraging Trail Use**



**Factors Discouraging Trail Use by Age**



Lake Elmo, MN Code of Ordinances

*Temporary Special Events*

110.70 Special event permits

**TEMPORARY SPECIAL EVENTS**

**§ 110.70 SPECIAL EVENT PERMITS.**

(A) *Purpose and intent.* The purpose of this subchapter is to promote the orderly, compatible and safe use of property for temporary special events and to assure adequate provision of parking, traffic, sanitary facilities, utilities, peace and tranquility of residential neighborhoods and safety services.

(B) A special event shall include the following:

(1) Any temporary, privately-sponsored event, typically conducted outdoors, open to the general public, held on public or privately owned property that will be attended by over 100 people within a 24-hour period where such event would not otherwise be permitted under the city's zoning regulations.

(2) An agricultural sales business as defined in § 11.01 that is conducted for less than three months in any calendar year. A special event permit for an agricultural sales business may be issued once per year and for no more than two consecutive years.

(C) Exceptions: "special event" shall not apply to the following:

(1) Any permanent place of worship, stadium, athletic field, arena, theatre, auditorium, or fairs conducted pursuant to M.S. Chapter 38.

(2) Special events or activities permitted or permitted by other state laws or regulations of the City of Lake Elmo, including publicly-sponsored activities in the local park system and any other lawfully established event for which the City Council has expressly granted approval prior to adoption of this subchapter, unless said event is expanded or enlarged, in which case a special event permit will be required.

(3) Family gatherings, including family reunions, graduation parties, baptisms, confirmations, weddings and the like.

(4) Garage sales.

(5) National night-out or night-to-unite established through the City of Lake Elmo.

(D) *Permit required.* No person on or after the effective date of this subchapter shall conduct or allow to be conducted any special event as defined in this subchapter without first obtaining a special event permit.

(E) *Requirements for issuance of a permit.*

(1) The following standards shall apply to all special events:

(a) Maximum number of people. The permittee shall not sell tickets to nor permit attendance at the permit location of more than the maximum number of people stated in the special event permit.

(b) Sound equipment. Sound producing equipment, including but not limited to public address systems, radios, amplifiers, musical instruments and other recording and playback devices, shall not be operated on the premises of the special event so as to be unreasonably loud or be a nuisance or disturbance to the peace and tranquility of the citizens of Lake Elmo.

(c) Sanitary facilities. In accordance with Minnesota State Board of Health regulations and standards and local specifications, adequate sanitary facilities must be provided which are sufficient to accommodate the projected number of persons expected to attend the event.

(d) Security. The permittee shall employ at his/her own expense such security personnel as are necessary and sufficient to provide for the adequate security and protection of the maximum number of persons in attendance at the special event and for the preservation of order and protection of property in and around the event site. No permit shall be issued unless Washington County Sheriffs Department is satisfied that such necessary and sufficient security personnel will be provided by the permittee for the duration of the event.

(e) Food service. The operator of the special event shall be responsible for securing any permits, if necessary, from the Washington County Health Department for any food services that are made available on the premises.

(f) Fire protection. The permittee shall, at his/her own expense, take adequate steps to insure fire protection as determined by the City of Lake Elmo Fire Chief.

(g) Duration of special event. The permittee shall operate the special event only on those days and during the hours specified on the permit. The maximum duration of a special event shall be three consecutive days in each calendar year. Events that occur for a longer duration or more than once each year shall only be allowed if permitted under the zoning requirements for the site.

(h) Cleanup plan. The special event applicant is responsible for clean up of the site upon completion of the special event, and shall specify the amount of time anticipated to restore the site to its pre-event condition as part of an application. Any clean up or restoration work required by the city may be charged to the applicant. Any city service that requires overtime will be at the expense of the applicant.

(I) Waiver. The City Council may grant a waiver from the requirements of this subchapter in any particular case where the applicant can show that strict compliance with this subchapter would cause exceptional and undue hardship by reason of the nature of the special event or by reason of the fact that the circumstances make the requirement of this subchapter unnecessary. Such waiver must be granted without detriment to the public health, safety or welfare and without impairing the intent and purpose of these regulations.

(j) Insurance. Before the issuance of a permit, the permittee shall obtain public liability insurance and property damage insurance with limits determined by the City Council if reasonably determined necessary. Such insurance shall remain in full force and effect in the specified amounts for the duration of the permit. Evidence of insurance shall include an endorsement to the effect that the insurance company will notify the City Clerk in writing at least ten days before the expiration or cancellation of said insurance.

(k) *Miscellaneous.* Prior to the issuance of a permit, the City Council, may impose any other conditions reasonably calculated to protect the health, safety and welfare of persons, attendant or of the citizens of the City of Lake Elmo including, but not limited to, restrictions on parking and vehicle access, lighting, litter and noise.

(2) In addition to the requirements listed above, the following shall also apply to a special event permit for an agricultural sales business: All performance standards as specified in the zoning code. The City Council, may exempt the applicant from any of these standards that are deemed unnecessary given the nature or duration of the event.

(F) *Application procedures.* A written application for a special event permit shall be filed on forms provided by the city with the City Administrator not less than 30 days before the date proposed for holding the special event. The written application shall be signed by the person, persons, or parties conducting the event and the property owner, if different, and shall be accompanied by the fee payable hereunder. Upon submission of an application for a special event permit, city staff will review the request and advise the applicant of the need for additional information, if any.

(G) *Fees.* The fee for a special event permit shall be as established by the City Council.

(H) *Granting a permit.* The City Council, in its sole discretion, reserves the right to review and determine whether or not a request for a special event and/or street closing is acceptable. In the event the City Council determines the activity does not meet these criteria, such applications shall be denied.

(I) *Denial of permit.* The City Council shall have the right to deny the permit if, in the judgment of the City Council, the granting of a permit would adversely affect the safety, health and welfare of the citizens of Lake Elmo or if other criteria herein are not met. The applicant shall be notified of such denial and may appeal - before the City Council to appeal such denial.

(J) *Transferability.* No permit granted under this subchapter shall be transferred to any other person or place without consent of the City Council, upon written application made therefore.

(K) *Enforcement and penalties.*

(1) The City Administrator and other such officers, employees, or agents as the City Council or City Administrator may designate, shall enforce the provisions of this subchapter in accordance with § 10.99 of the City Code.

(2) The holding of a special event in violation of any provision of this subchapter shall be deemed a public nuisance and may be abated as such.

(3) Any person violating any provision of this subchapter is guilty of a misdemeanor and upon conviction shall be subject to the penalties set forth in Minnesota Statutes.

(L) *Revocation of permit.* The permit for a special event may be revoked by the City Council at any time if any of the conditions necessary for the issuing of or contained in the permit are not complied with or if any of the provisions of this subchapter are violated.

(Ord. 08-054, passed 11-1-2011; Am. Ord. 08-055, passed 11-15-2011)



## 1.0 WELCOMING FEATURE/SAFETY

**1.1 Does the park have an inviting entrance?**

[illegible]

**1.2 Does the park have adequate informational, conduct or way-finding signage?**

[illegible]

| 1.3 Is the park adequately lit for park use and safety? | General impression of lighting |
|---|--------------------------------|
|   |                                |

[illegible]

| 1.4 Are there places where people could hide in this park or isolated areas that cannot be seen from the road or accessed by police? |              |            |  |  |  |
|--|--------------|------------|--|--|--|
|  | Yes          | No         |  |  |  |
| Carriage Station   | x            |            |  |  |  |
| Demontreville  |              | x          |  |  |  |
| Lions/VFW  |              | x          |  |  |  |
| Pebble   | x            |            |  |  |  |
| Reid   | x            |            |  |  |  |
| Tablyn   | x            |            |  |  |  |
| <b>1.5 How far is the nearest person to hear a call for help?</b>  |              |            |  |  |  |
| Carriage Station   | 150 feet     |            |  |  |  |
| Demontreville  | 300 feet     |            |  |  |  |
| Lions/VFW  | 100 feet     |            |  |  |  |
| Pebble   | 300+ feet    |            |  |  |  |
| Reid   | 150 feet     |            |  |  |  |
| Tablyn   | quite a ways |            |  |  |  |
| <b>1.6 How easily could you escape from trouble?</b>   |              |            |  |  |  |
|  | Easily       | Not Easily |  |  |  |
| Carriage Station   | x            |            |  |  |  |
| Demontreville  | x            |            |  |  |  |
| Lions/VFW  | x            |            |  |  |  |
| Pebble   |              | x          |  |  |  |
| Reid   |              | x          |  |  |  |
| Tablyn   |              | x          |  |  |  |

## 2.1 Is the park accessible for disabled persons?

[illegible]

### 3:0 MAINTENANCE

[illegible][illegible]

#### 4.0 AMENITIES

4.1 Based on the park classification what amenities does this park have that meets the definition?

[illegible]

**City of Lake Elmo Park Retreat  
Saturday, September 28<sup>th</sup>  
Lake Elmo City Hall  
8:00 AM – 2:30 PM**

**AGENDA**

**AM Retreat Moderator – City Council Member Mike Reeves**

**7:45 – 8:00 AM**      Continental Breakfast / Bagels & Coffee

**8:00 AM**              **Role and Mission**  
- Mission & Vision Statements

**8:45 AM**              **Building Trust & Improving the Relationship with  
the City Council**  
- Review of Speak Your Peace Tenants  
- Building Trust With Policy Makers & Policy Implementers

**10:00 AM**              **Takeaways from the 2013 Park & Recreation Survey**

**11:00 AM**              **Identifying the Utility of Our Parks: Regional, Community &  
Neighborhood Parks**

**NOON**                **Pizza & Salad Bar Lunch**

**PM Retreat Moderator – Administrator Dean Zuleger**

**12:30 PM**              **2014 Park Commission Plan of Work**  
- Park Design & Utilization  
- Trail Plan Implementation  
- Conservation Projects & Promotion

**1:45 PM**              **2014 – 2019 Park Commission CIP General Allocation**

**2:15 PM**              **Wrap Up / Adjourn**

**MORNING SESSION – City Council Member Mike Reeves, Moderator**

**SESSION #1:        Role & Mission of The City of Lake Elmo Park Commission**

**What Do You Believe The Collective Role of the Lake Elmo Park Commission Is or should Be?**

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**What Do You Believe is Your Individual Role on the Lake Elmo City Council?**

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**What is Your Vision for the Lake Elmo Park & Recreation System?**

**Next 5 Years**

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**Next 10 Years**

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**What is one thing we could do right now to improve the effectiveness of the lake Elmo Park Commission?**

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## **Role and Responsibilities of the Park Commission**

### *as defined in the Municipal Code*

#### **§ 32.080 ESTABLISHMENT.**

A Parks Commission of the city is hereby continued.  
(1997 Code, § 225.01)

#### **§ 32.081 PURPOSE.**

The Parks Commission is established to review and make recommendations to the Council on the future development of city parks, including the establishment of and improvements to the parks, and to make recommendations to the Council on policies governing the maintenance and public use of the parks within the city.

(1997 Code, § 225.02)

#### **§ 32.082 COMPOSITION.**

The Parks Commission shall consist of 7 members and 2 alternate members. The voting members shall be appointed by the City Council for a 3-year term. Voting members may not serve more than 2 consecutive terms. Appointment to an additional term(s) will be considered with the available applicant pool. Alternate members shall be appointed to serve until there is a vacancy on the Parks Commission. The City Council shall appoint a first alternate and a second alternate who shall become voting members in the order of their appointment. In its discretion, the City Council may adjust the lengths of terms of office for Parks Commission members so that no more than one-half of the terms expire in any given year.

(1997 Code, § 225.03) (Am. Ord. 97-148, passed 2-15-2005; Am. Ord. 08-038, passed 1-25-2011)

#### **§ 32.083 QUALIFICATIONS.**

Each member and alternate member shall be a resident of the city. Wherever possible, Commission members should represent all geographical areas of the city and a cross-section of the population of the city at the time of appointment.

(1997 Code, § 225.04)

#### **§ 32.084 REMOVAL.**

Any member or alternate member may be removed by a 4/5 vote of the Council, for cause. Cause shall include but not be limited to having more than 3 consecutive unexcused absences or being absent from more than 1/3 of the meetings in any 1 calendar year. The Council may consider exceptional circumstances when applying this rule.

(1997 Code, § 225.05)

#### **§ 32.085 OFFICERS.**

The Commission shall elect a Chairperson, a Vice Chairperson, and may elect a Secretary from among its appointed members at the annual meeting each year, for a term of 1 year. The Chairperson shall preside at all meetings of the Commission, if present, and shall perform all other duties and functions assigned by the Commission or the Council. The Vice Chairperson shall perform these duties in the absence of the Chairperson. If a vacancy occurs in the Chairperson's office, the Vice Chairperson shall assume the Chairperson's duties for the remainder of the year; and a new Vice Chairperson shall be elected by the Commission at a special election to be held at the next regularly scheduled Commission meeting, after at least 2-days written notice to each Commission member. A recording Secretary shall be appointed by the Council to take and keep the minutes and records of the Commission.

(1997 Code, § 225.06)



- (E) Communications; and
  - (F) Adjournment.
- (1997 Code, § 225.13)

**§ 32.093 RULES OF PROCEDURE.**

All meetings of the Commission shall be conducted in accordance with the Revised Robert's Rules of Order.

(1997 Code, § 225.14)

**§ 32.094 AGENDA.**

The Chairperson shall cause all items to be considered at any meeting to be placed on a written agenda by the City Administrator. The City Administrator shall advise the Chairperson of any matters the Commission must consider by Council directive, ordinance, or statute and shall have prepared and mailed a written agenda of all meetings to all Commission members, the Council, and the public, no less than 4 days before each meeting.

(1997 Code, § 225.15)

**§ 32.095 RECORDS.**

Each formal action of the Commission shall be embodied in full upon the minute book as a formal motion or resolution after an affirmative vote as provided in this section. The minutes of each meeting shall be provided to each member, the Council, and the public no more than 7 days after the date of each meeting. The recommendations and findings of the Commission shall be presented to the Council at the next regularly scheduled Council meeting. The records of meetings and actions and recommendations shall be transmitted to the City Administrator for keeping and distribution.

(1997 Code, § 225.16)

**§ 32.096 TRAINING.**

Commission members shall be encouraged to avail themselves of training courses offered by the city, the state, and other government and public training agencies and the Council shall budget for the reimbursement of expenses incurred in training each year.

(1997 Code, § 225.17)

**§ 32.097 POWERS AND DUTIES.**

(A) The Commission shall prepare, hold hearings on, and recommend to the Council the plans, programs, and policies as it deems necessary to carry out the purposes of §§ 32.080 et seq.

(B) The powers shall include but not necessarily be limited to studying and recommending to the Council on the following:

- (1) Land acquisition for park and recreation purposes;
- (2) Plans for major improvements in city parks;
- (3) Rules and requirements for conduct of and in parks and recreation facilities;
- (4) Plans and programs relating to the design and programming of city parks; and
- (5) The other plans and programs as may be assigned from time to time.

(C) The Commission shall not be considered a park board under Minnesota Statutes and shall have no powers to acquire or lease land, employ personnel, enter into contracts or leases, or any similar powers authorized a park board by Minnesota Statutes.

(1997 Code, § 225.18)

## SESSION 2: Building Trust & Improving the Relationship With the City Council

Define Trust? \_\_\_\_\_

On a scale of 1-10 where do you put the trust level between the City Council and the Park Commission? (1 = Good, 10 = Poor) \_\_\_\_\_

The City Council has adopted a Civility Method entitled "Speak Your Peace" that has the following nine elements at its core. What one element do you think needs the most work? (check one)

**Pay Attention.** Be aware and attend to the world and the people around you. \_\_\_\_\_

**Listen.** Focus on others in order to better understand their points of view. \_\_\_\_\_

**Be Inclusive.** Welcome all groups of citizens working for the greater good of the community. \_\_\_\_\_

**Don't Gossip.** And don't accept when others choose to do so. \_\_\_\_\_

**Show Respect.** Honor other people and their opinions, especially in the midst of disagreement. \_\_\_\_\_

**Seek Common Ground.** Look for opportunities to agree; don't contradict just to do so. \_\_\_\_\_

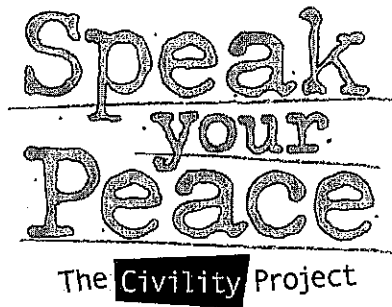
**Repair Damaged Relationships.** Be sincere in your apologies. \_\_\_\_\_

**Use Constructive Language.** When disagreeing, stick to the issues don't make a personal attack. \_\_\_\_\_

**Take Responsibility.** Don't shift responsibility or blame onto others; share disagreements publicly. \_\_\_\_\_

As a policy recommender, what things do you need from the City Council to establish a better level of trust?

\_\_\_\_\_



## The 9 Tools of Civility

***Pay Attention.*** Be aware and attend to the world and the people around you.

***Listen.*** Focus on others in order to better understand their points of view.

***Be Inclusive.*** Welcome all groups of citizens working for the greater good of the community.

***Don't Gossip.*** And don't accept when others choose to do so.

***Show Respect.*** Honor other people and their opinions, especially in the midst of disagreement.

***Seek Common Ground.*** Look for opportunities to agree; don't contradict just to do so.

***Repair Damaged Relationships.*** Be sincere in your apologies.

***Use Constructive Language.*** When disagreeing, stick to the issues and don't make a personal attack.

***Take Responsibility.*** Don't shift responsibility and blame onto others; share disagreements publicly.

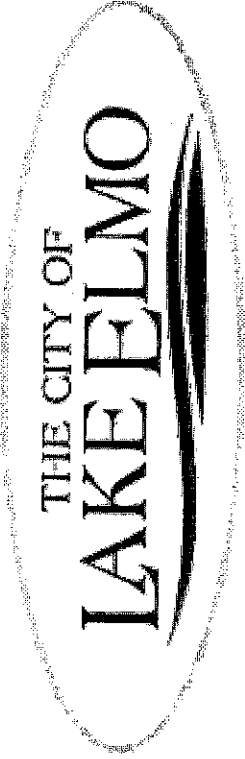
### SESSION 3: TAKEAWAYS FROM THE PARK SURVEY

What three things did you learn from the Park Survey?

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Based on the Survey, prioritize the General Areas of Concentration that the Park Commission should focus on:

- |  |   |
|--|---|
| <input type="checkbox"/> Recreational Programming                    | <input type="checkbox"/> Equipment Replacement /Placement |
| <input type="checkbox"/> Conservation/ Trees                         | <input type="checkbox"/> Trails & Walkways                |
| <input type="checkbox"/> Nature Education                            | <input type="checkbox"/> Park Safety (Parking, Lighting)  |
| <input type="checkbox"/> Athletic Fields                             | <input type="checkbox"/> Connectivity                     |
| <input type="checkbox"/> Health & Fitness                            |   |
| <input type="checkbox"/> Gathering Improvement (Shelters, Bathrooms) |   |
| <input type="checkbox"/> Other                                       |   |



# 2013 Park Survey Results/Trends

August 2013

# Introduction

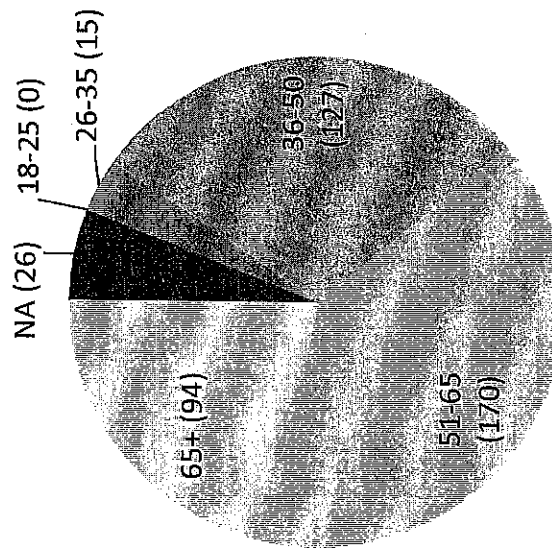
A park survey was mailed to 3,203 homes in Lake Elmo on June 14, 2013.

432 surveys were completed and returned.

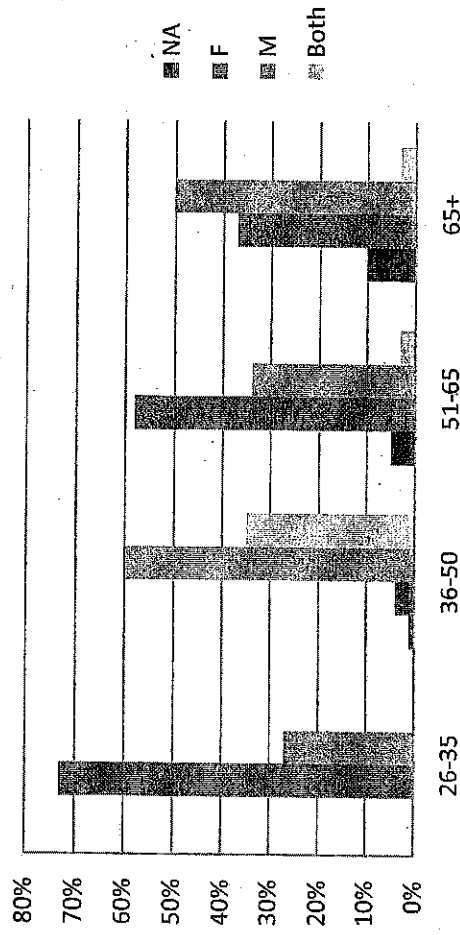
# Demographics

- The most common (39%, 170 responses) age group was 51-65.
  - 60 % of those responses were female.

**No. of Responses by Age**



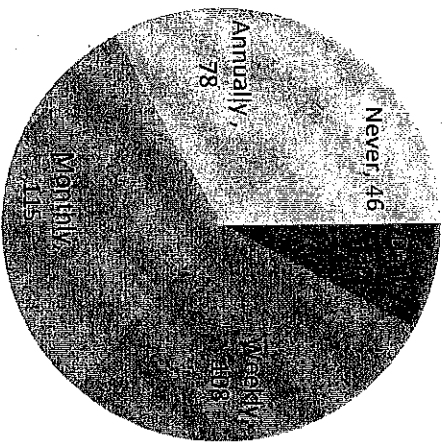
**Gender by Age Group**



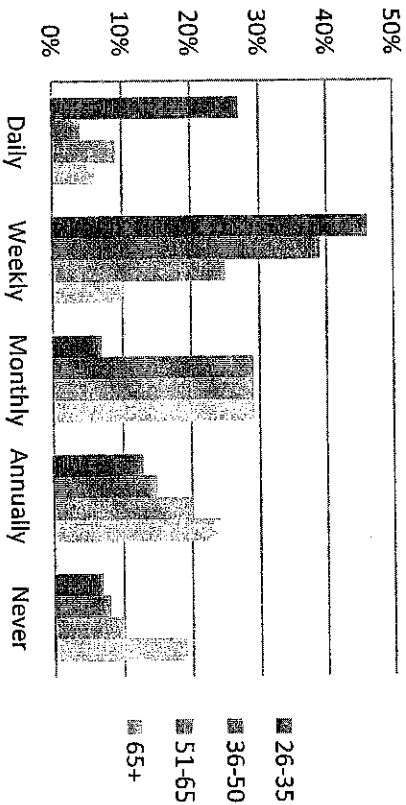
# Current Park Use

Fifty-nine percent (59%) of overall park users visit city parks on a weekly or monthly basis. Park users between the ages of 26 to 50 use parks more frequently than users aged 51+. The primary reason that taxpayers do not use city parks lack of interest or time. Other reasons are cited below.

## Average Park Visits



## Avg. Park Visits by Age Group



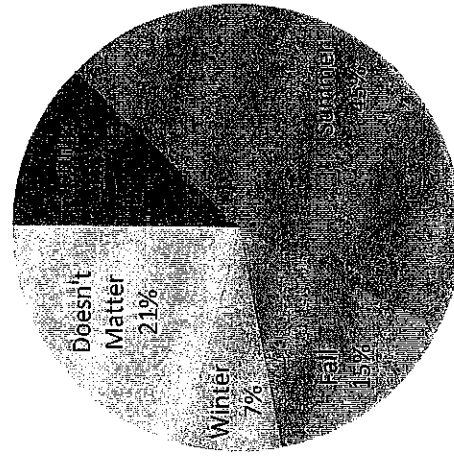
| Reasons for Not Using City Parks | No. of Responses | Reasons for Not Using City Parks | No. of Responses |
|----------------------------------|------------------|----------------------------------|------------------|
| No Interest/Time                 | 10               | Don't know where they are        | 5                |
| Only use Park Reserve            | 8                | Other                            | 5                |
| Kids Outgrew                     | 6                |                                  |                  |



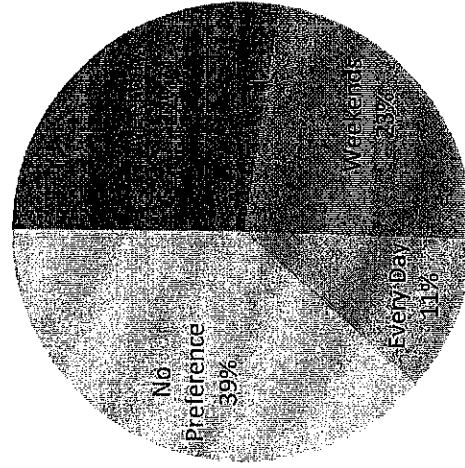
# Current Park Use

Summer is the most popular season to visit parks. The majority of park users have no preference when they visit the parks, and users frequent the parks most in the afternoon.

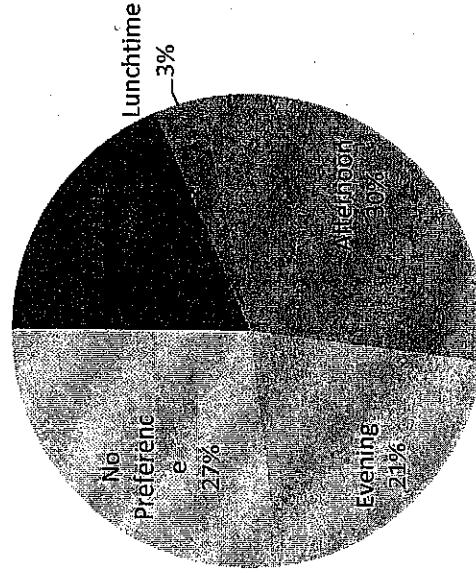
**Visits by Season**



**Visits by Day**



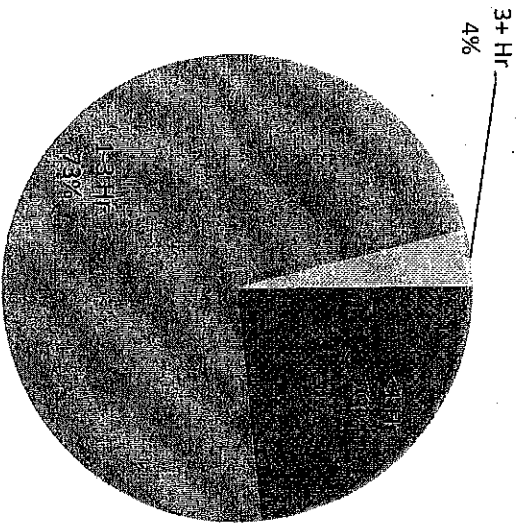
**Visits by Time**



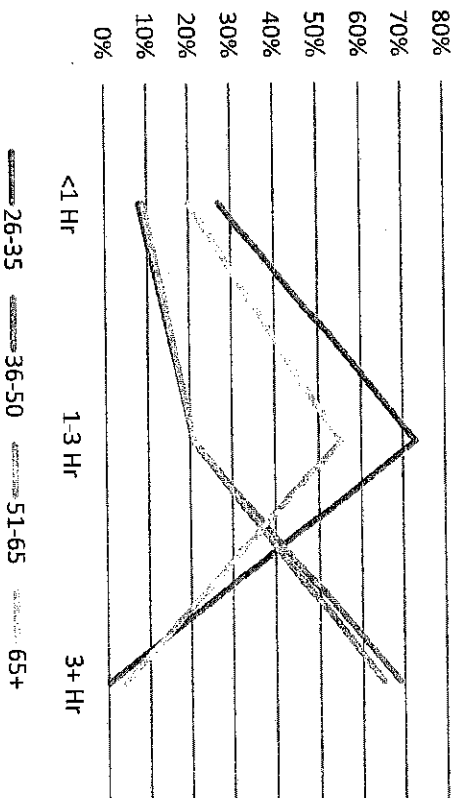
# Current Park Use

Overall, 73% of park users spend between one to three hours per park visit. Visitors between age 36 to 65 typically spend 3 or more hours per visit, where users between the ages of 26 to 35 and age 65+ typically spend 1 to 3 hours per park visit.

**Time per Park Visit**



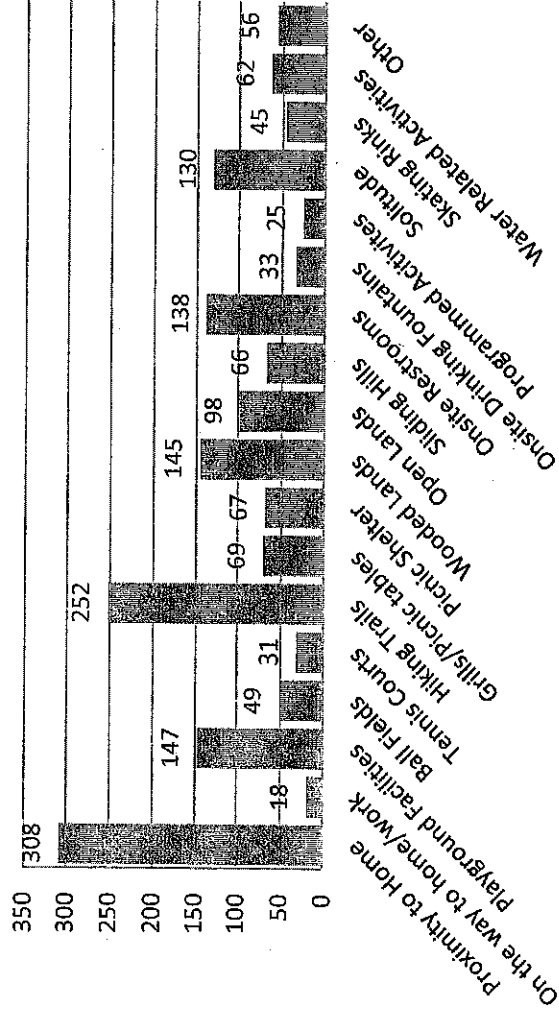
**Time Spent by Age**



# Current Park Use

Proximity to home is the most important factor for taxpayers choosing which park to visit. Trails, playground facilities, trails, and wooded lands are also important factors. The ranking of importance varies by age group, as noted in the chart to the lower right.

Important Park Factors

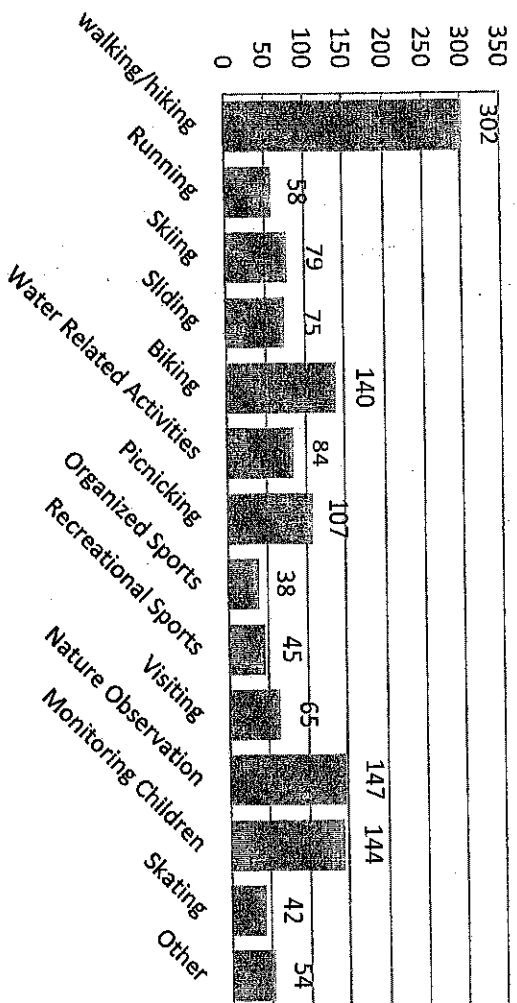


| 26-35                  | 36-50                 | 51-65             |
|------------------------|-----------------------|-------------------|
| Proximity to home      | Proximity to Home     | Proximity to Home |
| 16%                    | 18%                   | 18%               |
| Playground Facilities  | Hiking Trails         | Hiking Trails     |
| 15%                    | 12%                   | 16%               |
| Hiking Trails/Restroom | Playground Facilities | Wooded Lands      |
| 8%                     | 10%                   | 10%               |
| 26-35                  | 36-50                 | 51-65             |
| Proximity to home      | Proximity to Home     | Proximity to Home |
| 16%                    | 18%                   | 18%               |
| Playground Facilities  | Hiking Trails         | Hiking Trails     |
| 15%                    | 12%                   | 16%               |
| Hiking Trails/Restroom | Playground Facilities | Wooded Lands      |
| 8%                     | 10%                   | 10%               |
| 26-35                  | 36-50                 | 51-65             |
| Proximity to home      | Proximity to Home     | Proximity to Home |
| 16%                    | 18%                   | 18%               |
| Playground Facilities  | Hiking Trails         | Hiking Trails     |
| 15%                    | 12%                   | 16%               |
| Hiking Trails/Restroom | Playground Facilities | Wooded Lands      |
| 8%                     | 10%                   | 10%               |

# Current Park Use

Overall, walking and hiking is the most popular park activity engaged in by taxpayers. Biking, nature observation, and monitoring children are also frequent activities, which vary in priority slightly among age groups.

## Park Activities

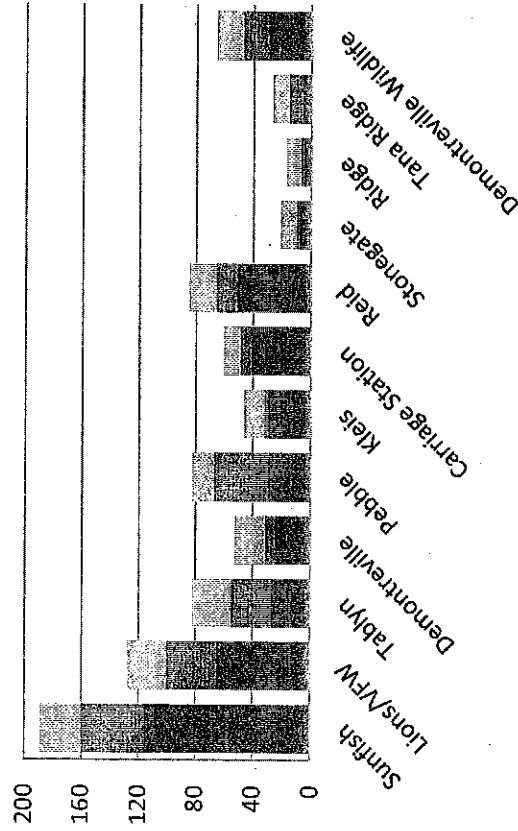


|                     |     |
|---------------------|-----|
| 26-35               |     |
| Monitoring Children | 16% |
| Walking/Hiking      | 15% |
| Biking              | 13% |
| 36-50               |     |
| Walking/Hiking      | 18% |
| Biking              | 10% |
| Monitoring Children | 9%  |
| 51-65               |     |
| Walking/Hiking      | 25% |
| Nature Observation  | 12% |
| Biking              | 10% |
| 65+                 |     |
| Walking/Hiking      | 24% |
| Nature Observation  | 17% |
| Monitoring Children | 13% |

# Current Park Use

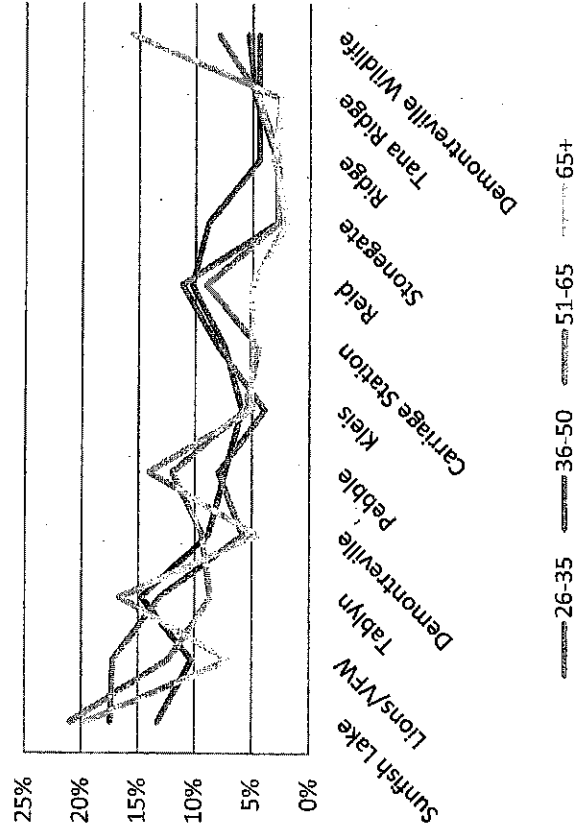
Residents were asked to rank their preferred/most commonly used city parks from 1 to 3, with 1 being the most frequently visited. Sunfish Lake Park is the most popular park overall, followed by Lions Park. When broken down by age, Tablyn Park ranks in popularity for 26 to 36 year olds:

Primary Park Use



1 2 3

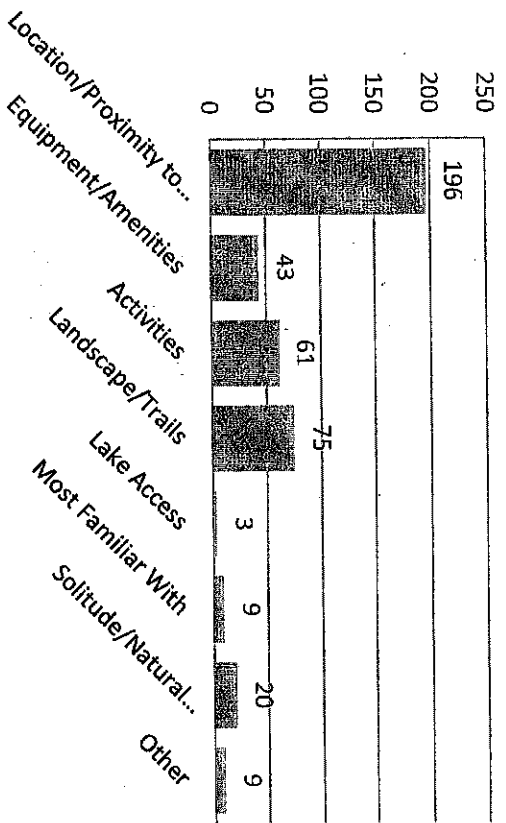
Primary Park Use by Age



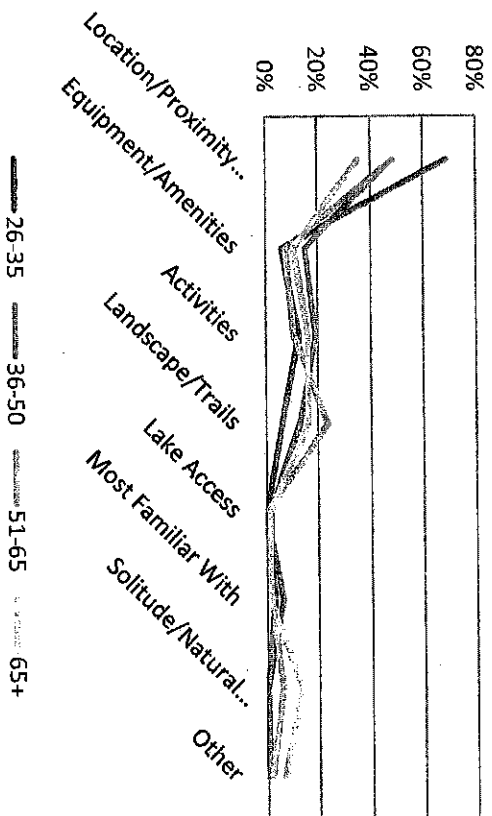
# Current Park Use

The leading factor for park choice is location and proximity to home. The importance of location decreases slightly as the age of park user increases.

Factors in Favor of Parks



Factors in Favor of Parks by Age

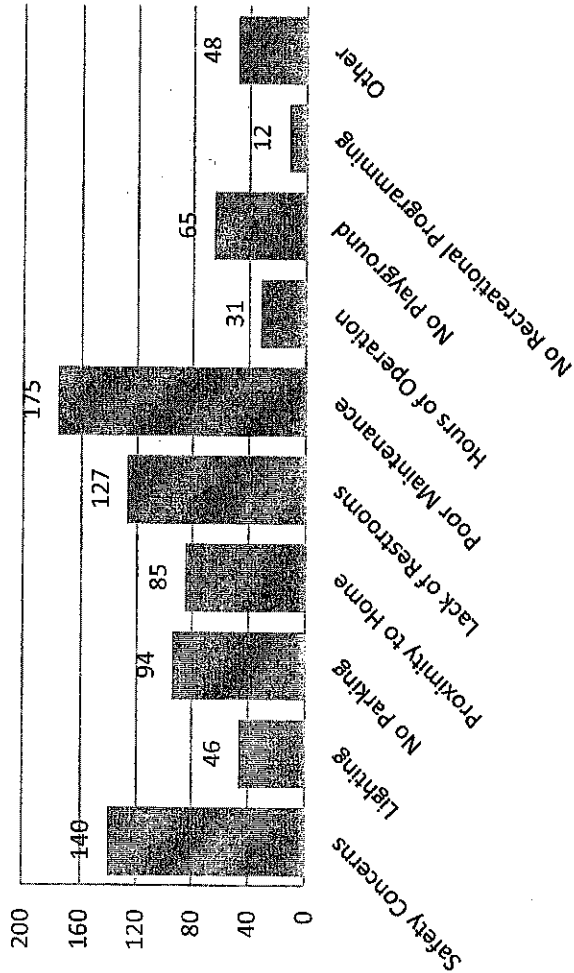


# Current Park Use

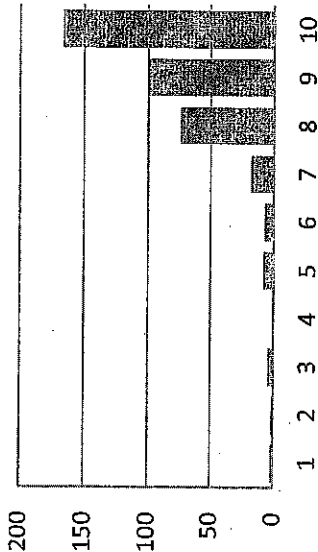
Poor maintenance ranked as the primary reason discouraging taxpayers from using city parks. Safety concerns and lack of restrooms were also leading factors. Other factors include unleashed dogs, and lack of time.

Overall, taxpayers consider the safety of city parks to be high, and signage and maintenance mediocre.

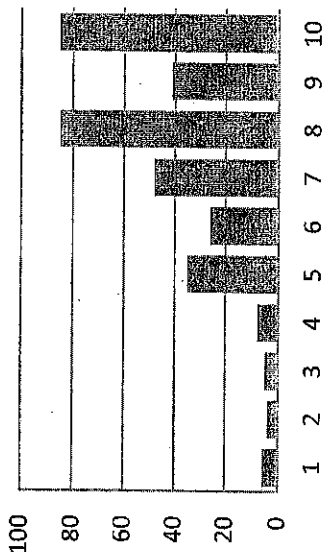
Factors Discouraging Use of City Parks



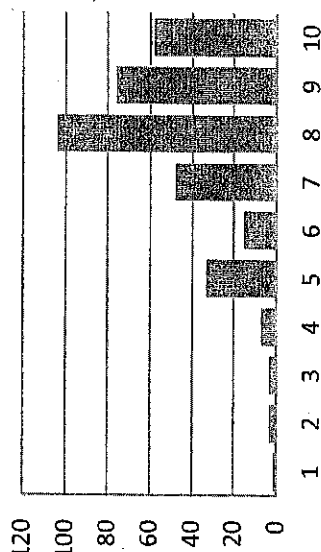
Park Safety



Park Signage



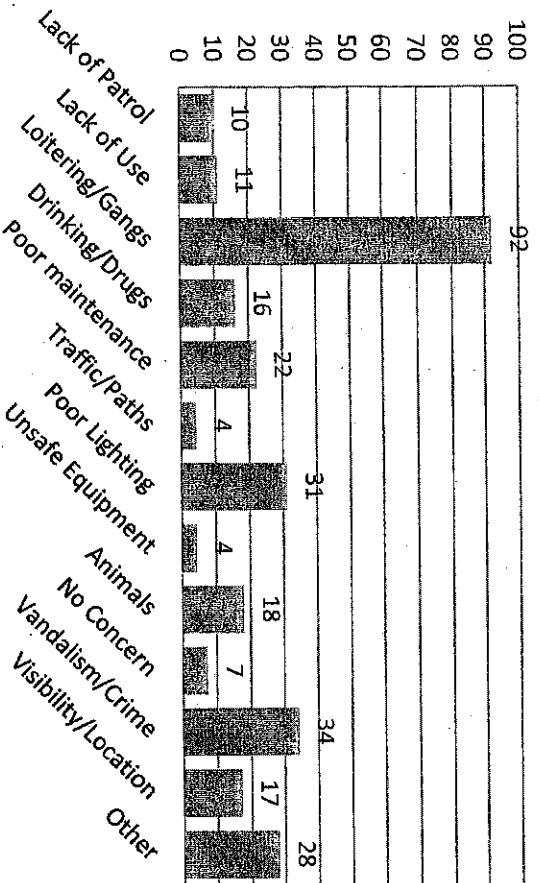
Park Maintenance



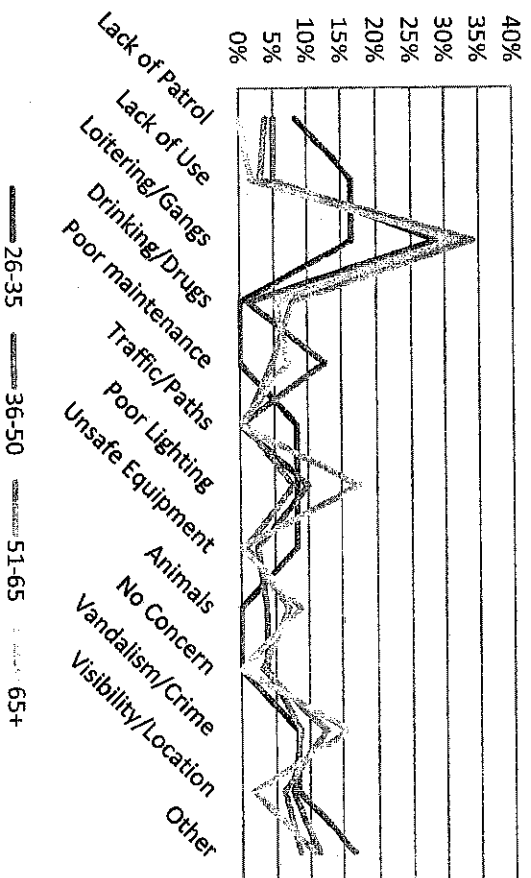
# Park Conditions

Loitering or gang activity is the primary factor that would make taxpayers feel unsafe using city parks. Factors in the other category include after hours activities, high-speed vehicles, and use of parks by non-residents.

**Park Safety Concerns**



**Park Safety Concerns by Age**

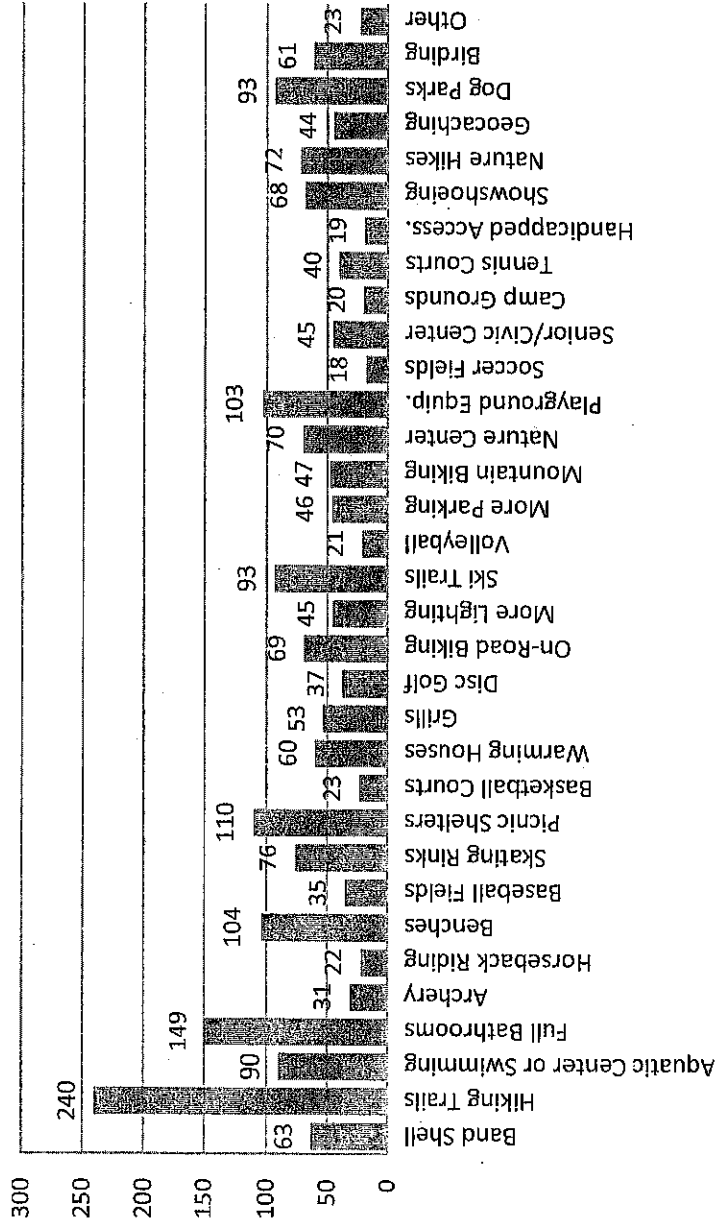




# Future Park Needs

Hiking trails are high priority for all age groups, when considering future addition of park amenities. The top three amenity needs per age group are listed at right.

## Future Needs



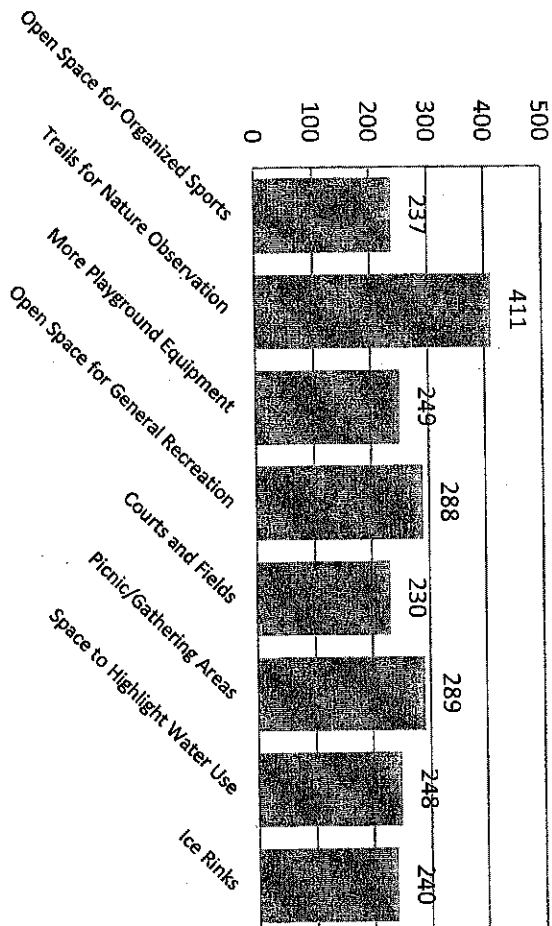
|                         |     |  |
|-------------------------|-----|--|
| 18-35                   |     |  |
| Playground Equipment    | 11% |  |
| Hiking Trails           | 10% |  |
| Aquatic Center/Swimming | 9%  |  |
| 36-50                   |     |  |
| Hiking Trails           | 9%  |  |
| Aquatic Center/Swimming | 8%  |  |
| Full Bathrooms          | 8%  |  |
| 51+                     |     |  |
| Hiking Trails           | 13% |  |
| Full Bathrooms          | 6%  |  |
| Benches/Shelters        | 6%  |  |
| 65+                     |     |  |
| Hiking Trails           | 13% |  |
| Full Bathrooms          | 7%  |  |
| Birding                 | 7%  |  |

# Future Park Needs

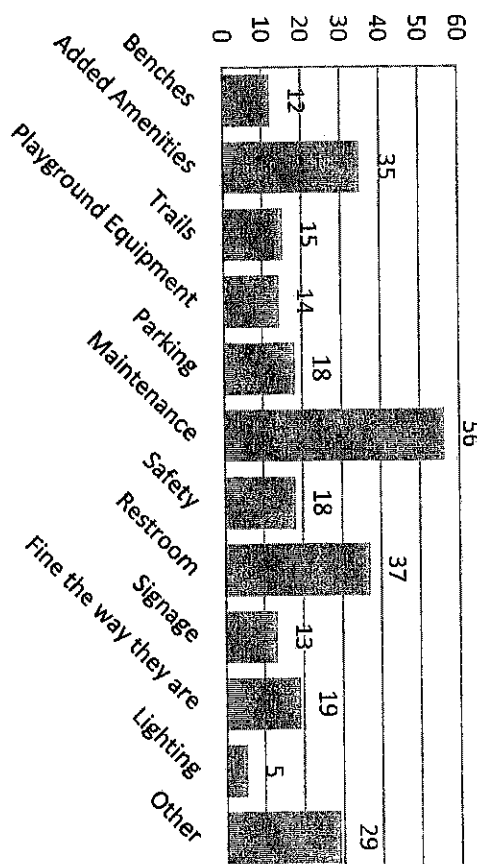
When asked about desired park improvements, maintenance was the number one request. This was followed by restrooms and additional amenities (ie. Picnic tables, and shelters).

When discussing the future development of parks, there is a strong taxpayer desire to develop trails for nature observation. Picnic areas and open space also rank high as desired park land use.

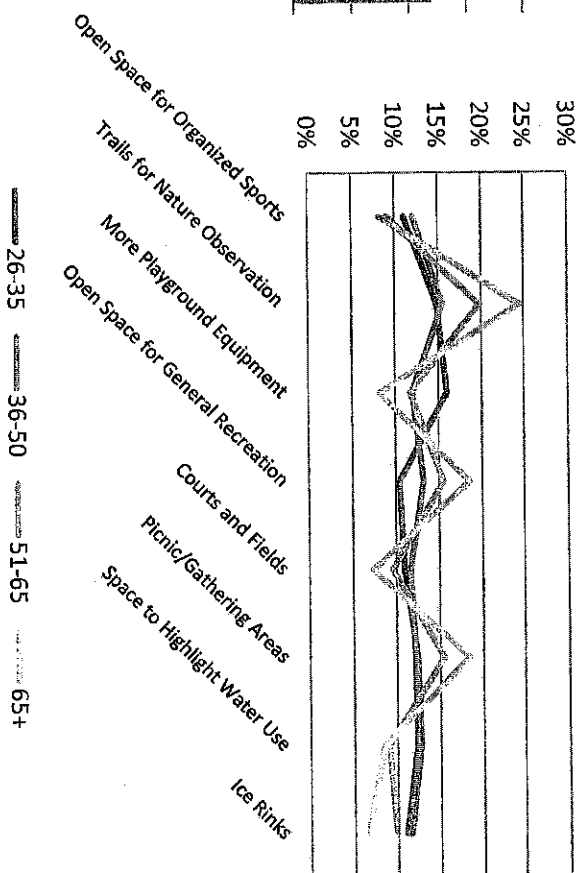
## Future Park Land Development



## Desired Park Improvements



## Park Land Development by Age

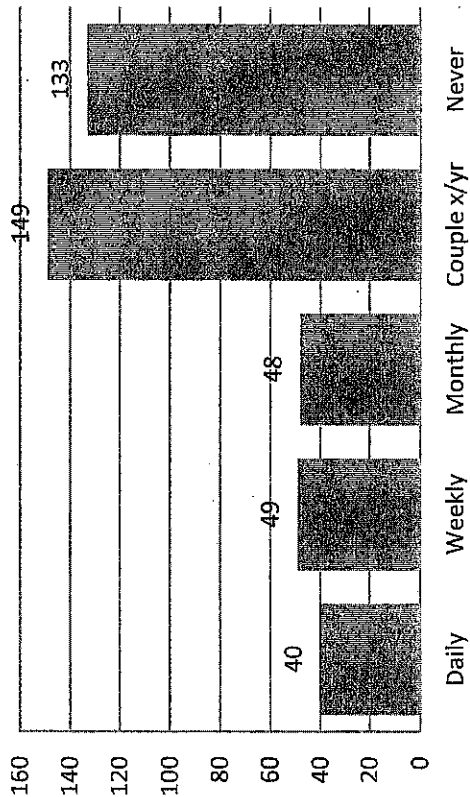


# City Lake Use

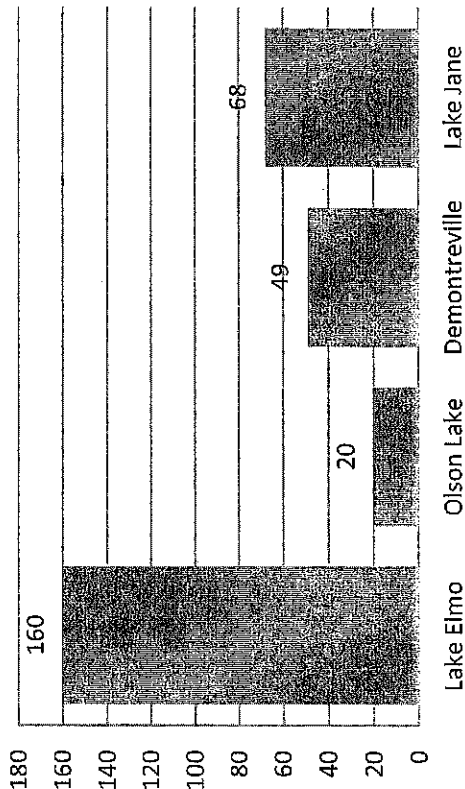
Out of the taxpayers who responded to the lake use question, most use city lakes a couple times per year, if at all. Taxpayers between the ages 26 to 35 are more likely to use the lakes more frequently.

Lake Elmo is the most heavily used lakes, as indicated by a 54% response rate.

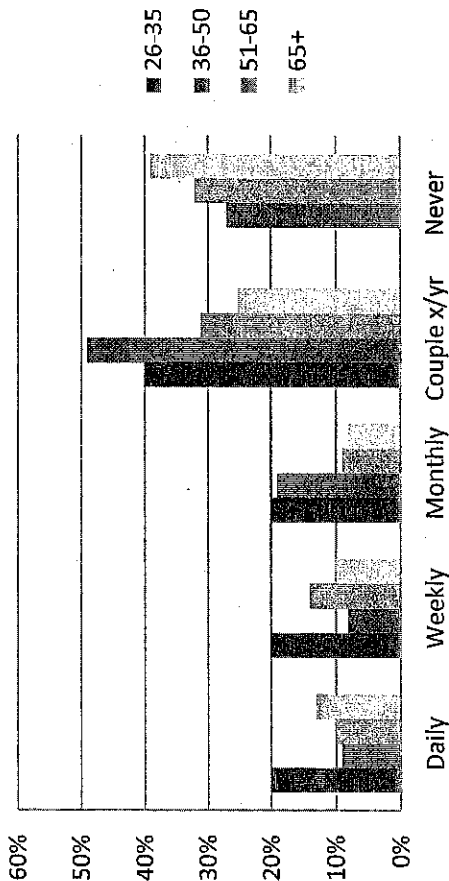
City Lake Use



Lake Preference



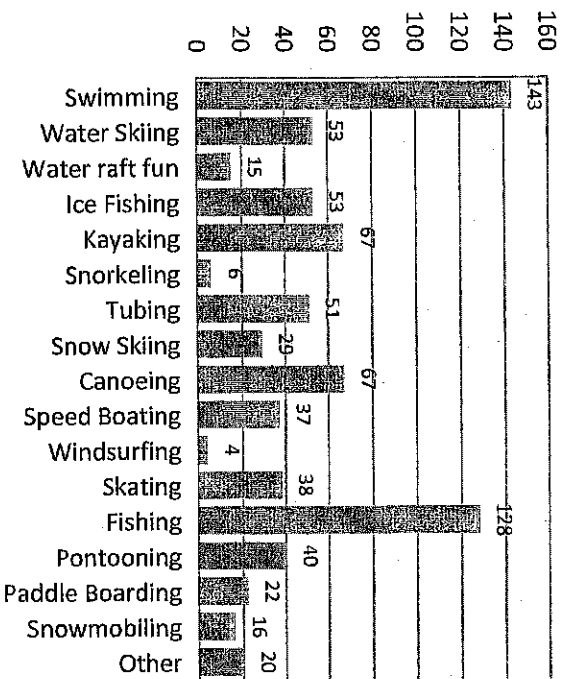
City Lake Use by Age



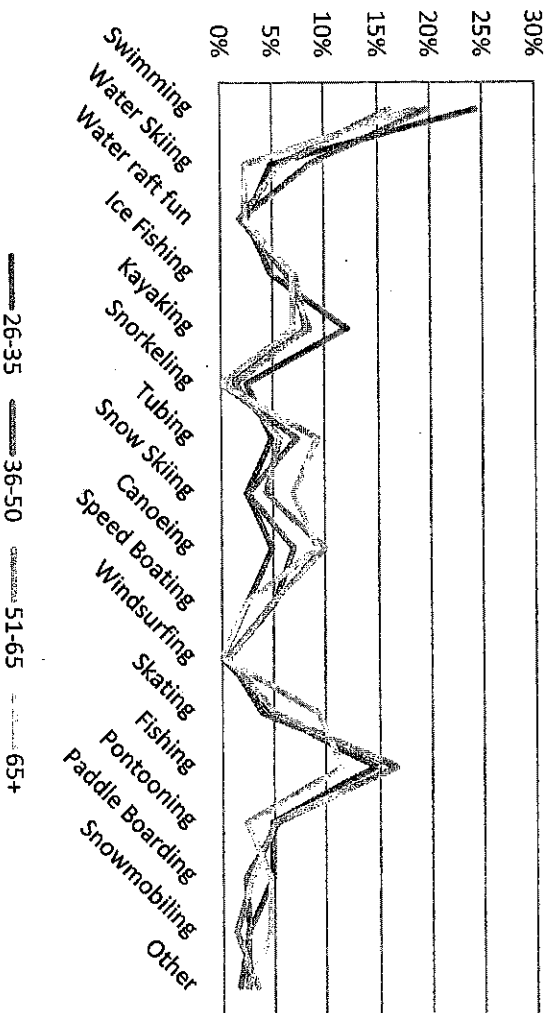
# City Lake Use

The primary activities enjoyed by taxpayers on city lakes are swimming and fishing. Kayaking and canoeing follow as other popular lake activities.

## Lake Activities



## Lake Activities by Age



# City Lake Use

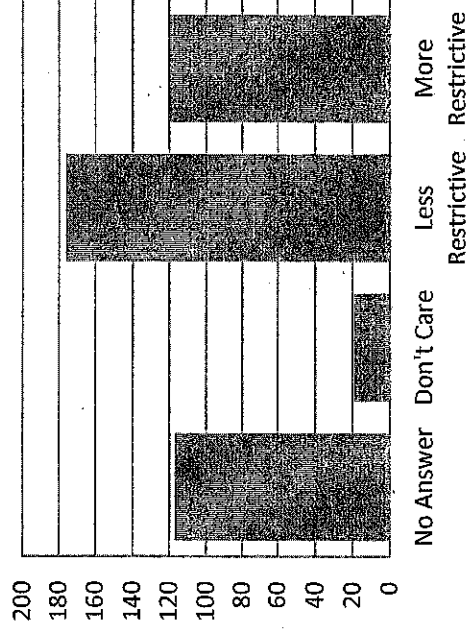
Out of 432 Surveys received, the breakdown for answers to “When do you think that users should be allowed to use watercraft on the lakes on weekdays?” is:

- No answer given: 117 (27%)
- Don't care: 19 (4%)
- Before Noon (less restrictive): 176 (41%)
- After Noon (more restrictive): 120 (28%)

*This includes 'yes' answers as less restrictive (before noon) and 'no' answers as more restrictive (after noon)*

- Of the 176 that answered wake before noon:
- 144 (82%) cited wake hours beginning at 9 am or earlier
- 32 (18%) cited wake hours beginning between 9 am to noon

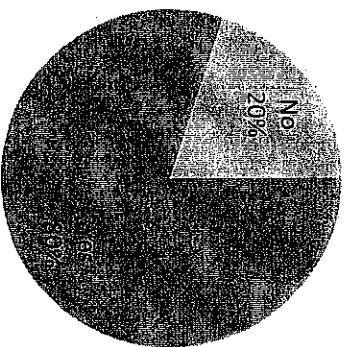
## Wake Restrictions



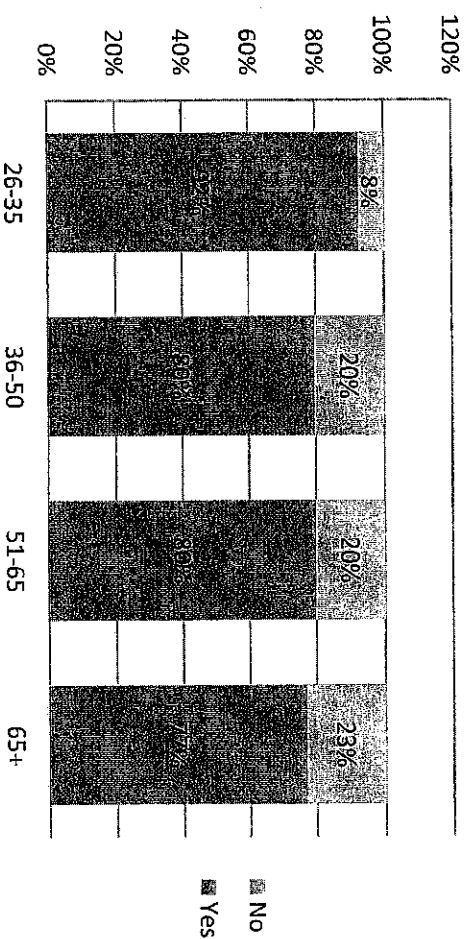
# Trails & Connectivity

Eighty percent (80%) of taxpayers are in favor of the city developing a trail system that connects neighborhoods, parks, downtown and schools. This desire is shared evenly among age groups, with slightly more interest among 26 to 35 year olds.

**Favor of Trail System**



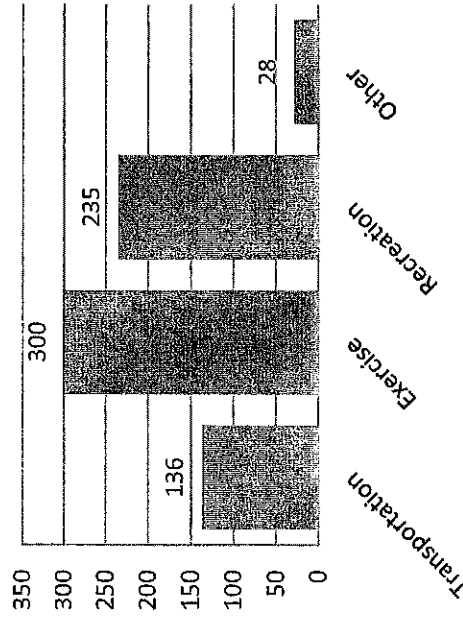
**Favor of Trail System by Age**



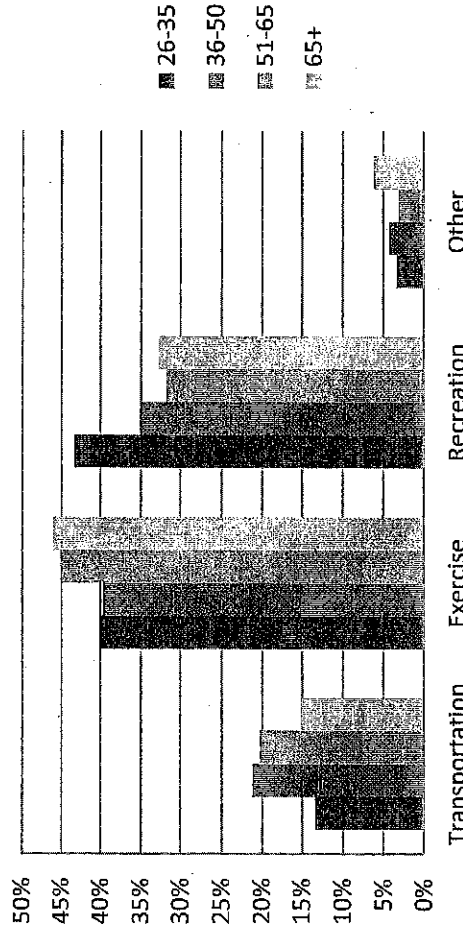
# Trails & Connectivity

The majority of respondents are interested in a trail system for exercise and recreation purposes. Taxpayers between ages 26 to 35 are more likely to use trails for recreation, while residents age 65+ are more likely to use trails to get exercise.

Trail Use



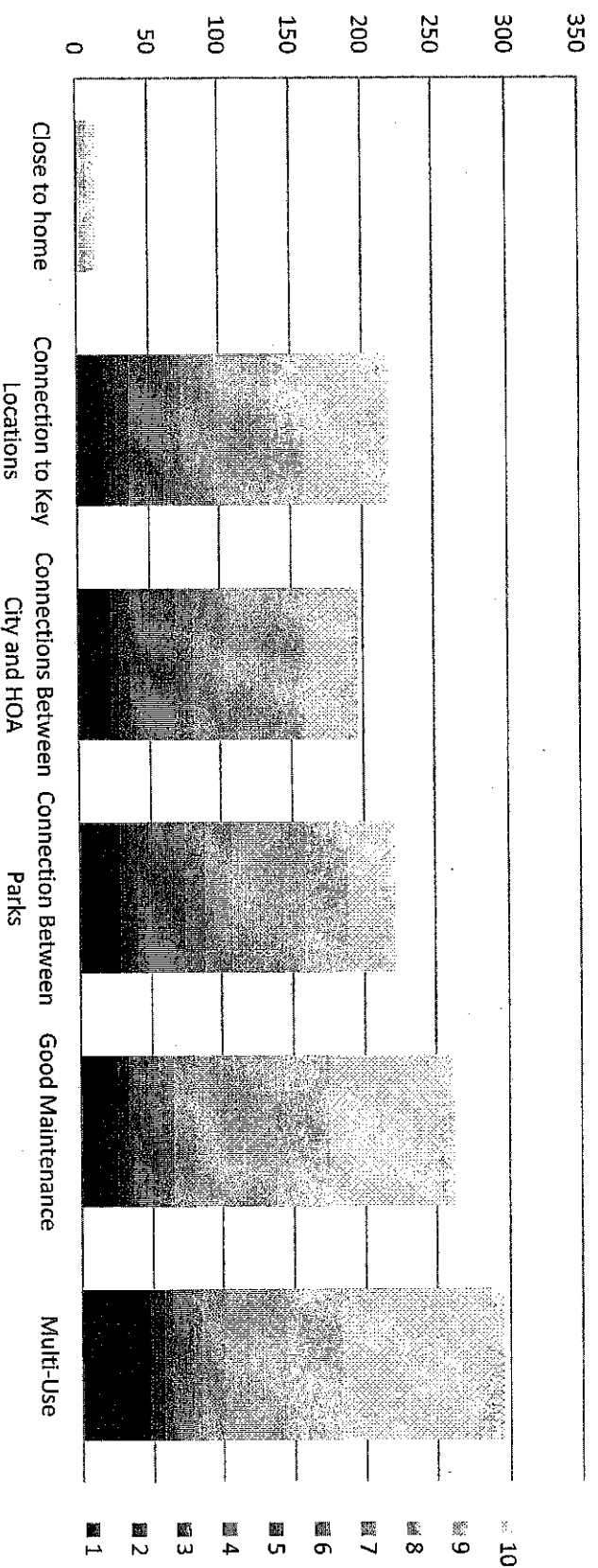
Trail Use by Age



# Trails & Connectivity

Respondents were asked to rate important trail factors from 1-10 (10 being most important). The results indicate that multi-use trails and good maintenance are the most commonly indicated concerns and most frequently ranked most important as well.

## Important Trail Factors

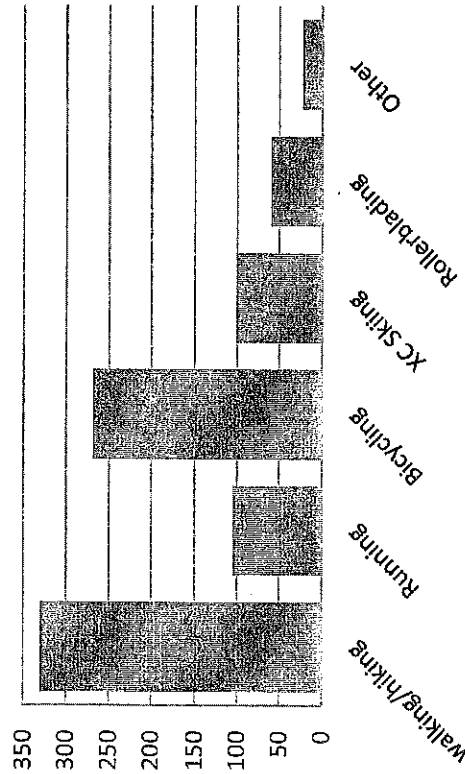




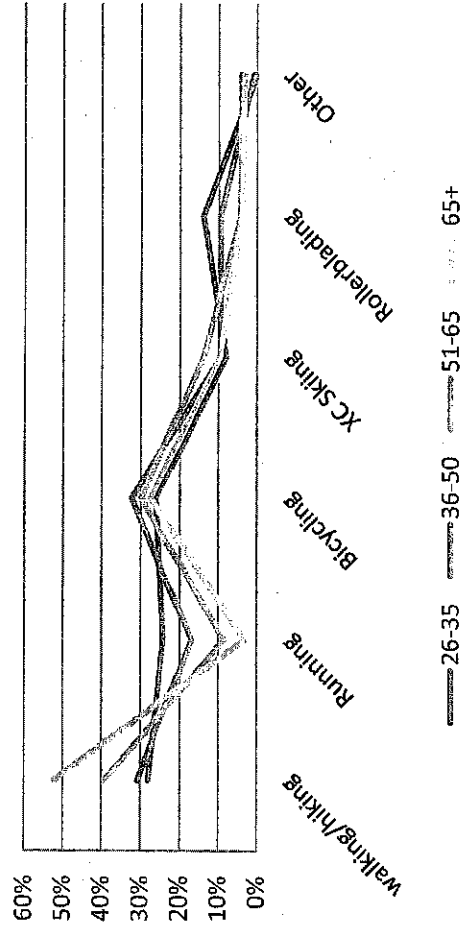
# Trails & Connectivity

The most popular uses for city trails are walking/hiking, and biking. Trail users between the ages of 26 to 35 are more likely to engage in more vigorous activity like running and rollerblading, whereas the primary activity choice for users age 65+ is walking and hiking.

Trail Activities



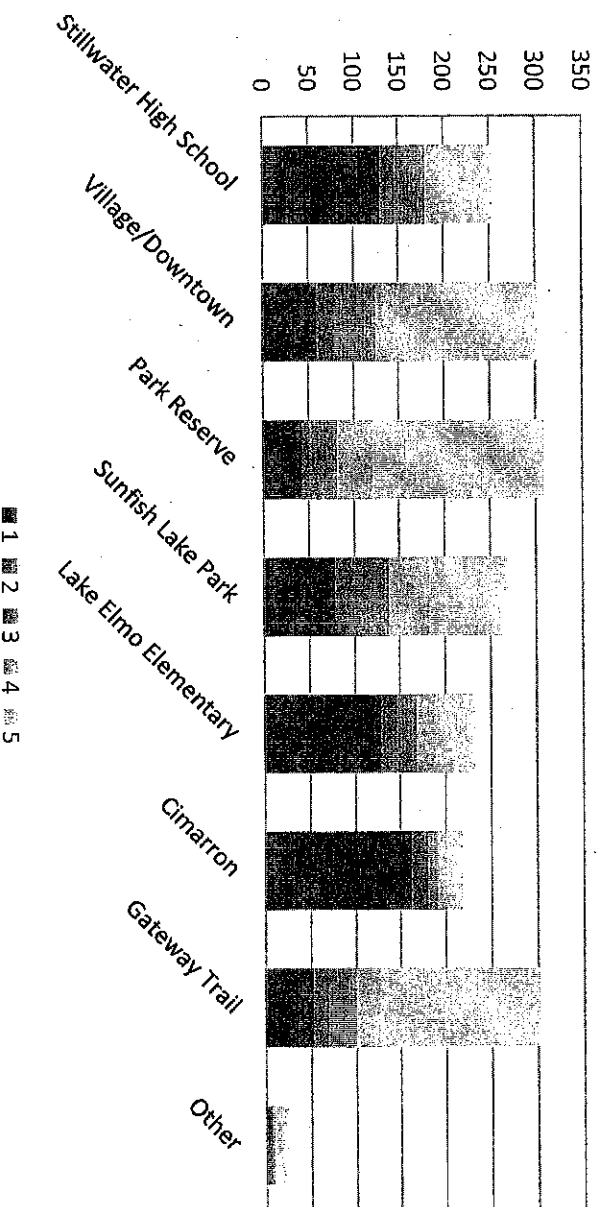
Trail Activities by Age



# Trails & Connectivity

Respondents were asked to rate destinations for trail connections from 1 to 5, with 5 being the most important. As indicated by the results below, the Lake Elmo Park Reserve, Gateway Trail, and the Old Village/Downtown area were most frequently indicated. The Park Reserve and Gateway Trail received the highest rankings in terms of importance.

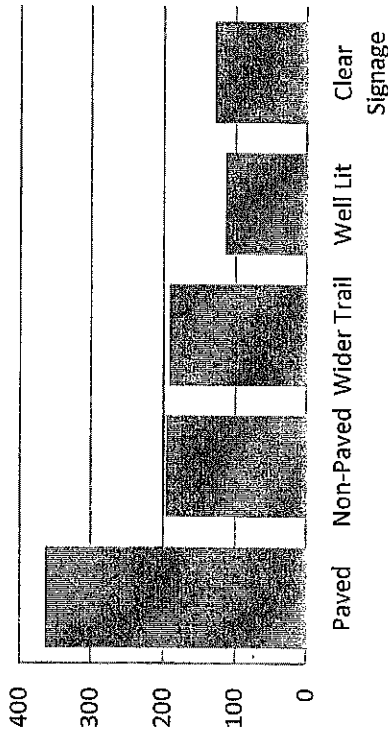
Trail Connections



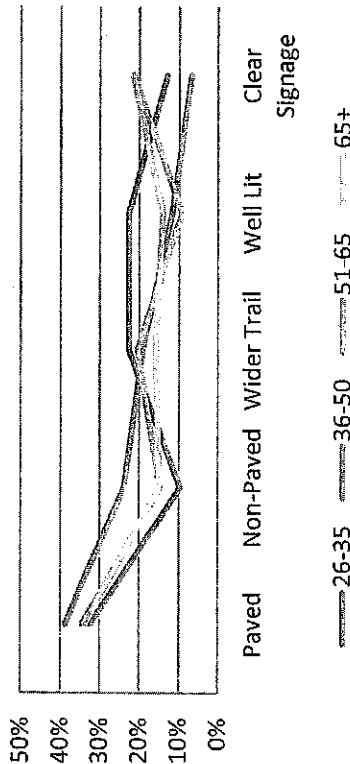
# Trails & Connectivity

Survey respondents indicated that they would like to see more paved trails. The most common factors discouraging the use of trails include safety and poor maintenance.

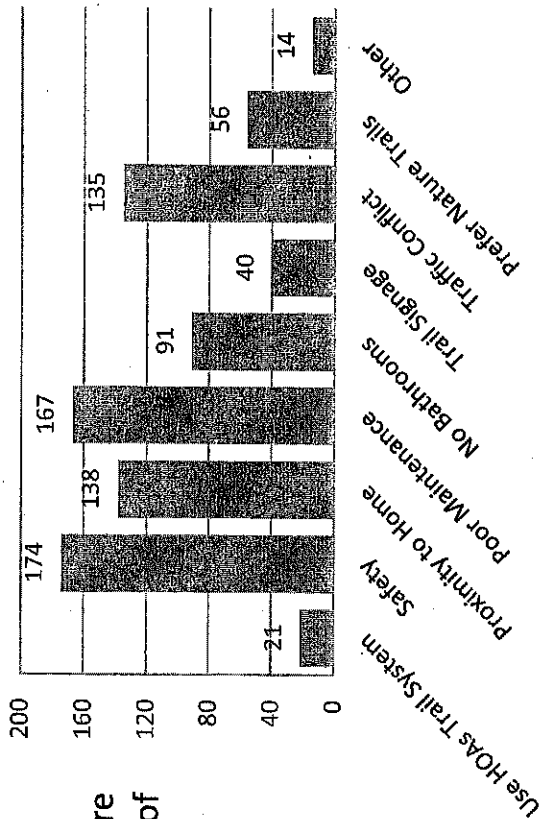
## Trail Feature Preference



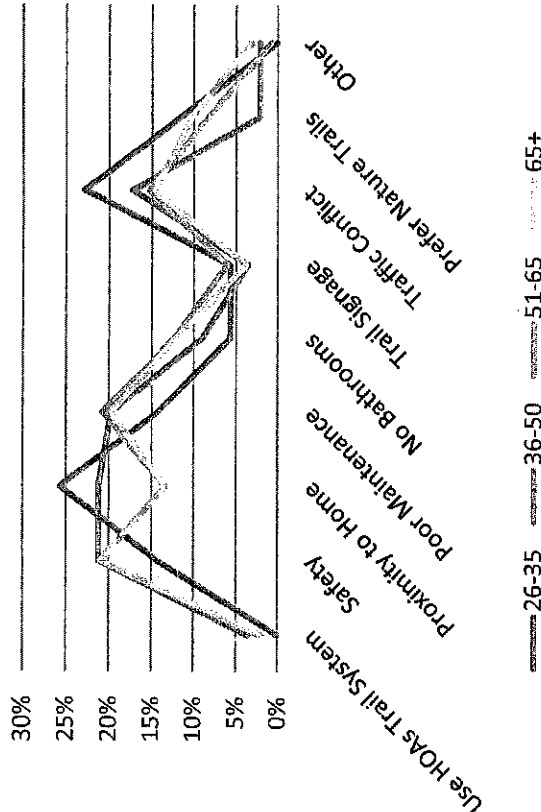
## Trail Feature Preference by Age



## Factors Discouraging Trail Use



## Factors Discouraging Trail Use by Age



**SESSION #4: IDENTIFYING THE UTILITY OF OUR PARKS: REGIONAL,  
COMMUNITY & NEIGHBORHOOD PARKS**

A neighborhood park is a small park (<5 acres) that serves a cluster of homes or neighborhood for the purpose of play and small gathering.

What attributes should be included in a neighborhood park?

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A community park is medium in size (>10 acres < 20 acres) that serves a quadrant or section of a municipality for the purpose of larger gatherings, organized athletic events, and specific recreational opportunities (swimming, dog park, etc). They are normally accessible by trail / sidewalk and have facilities that include parking and restrooms.

What attributes should be included in a community park?

---

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Using maps following this page, have some fun, design a community park...

A regional park is large in size (>20 acres) that serves the entire community and perhaps a county for the purpose of the largest events. They are typified by large natural areas, wide open fields, and destination recreation that are not provided in smaller parks>

What attributes should be included in a regional park (ie Sunfish Lake Park)?

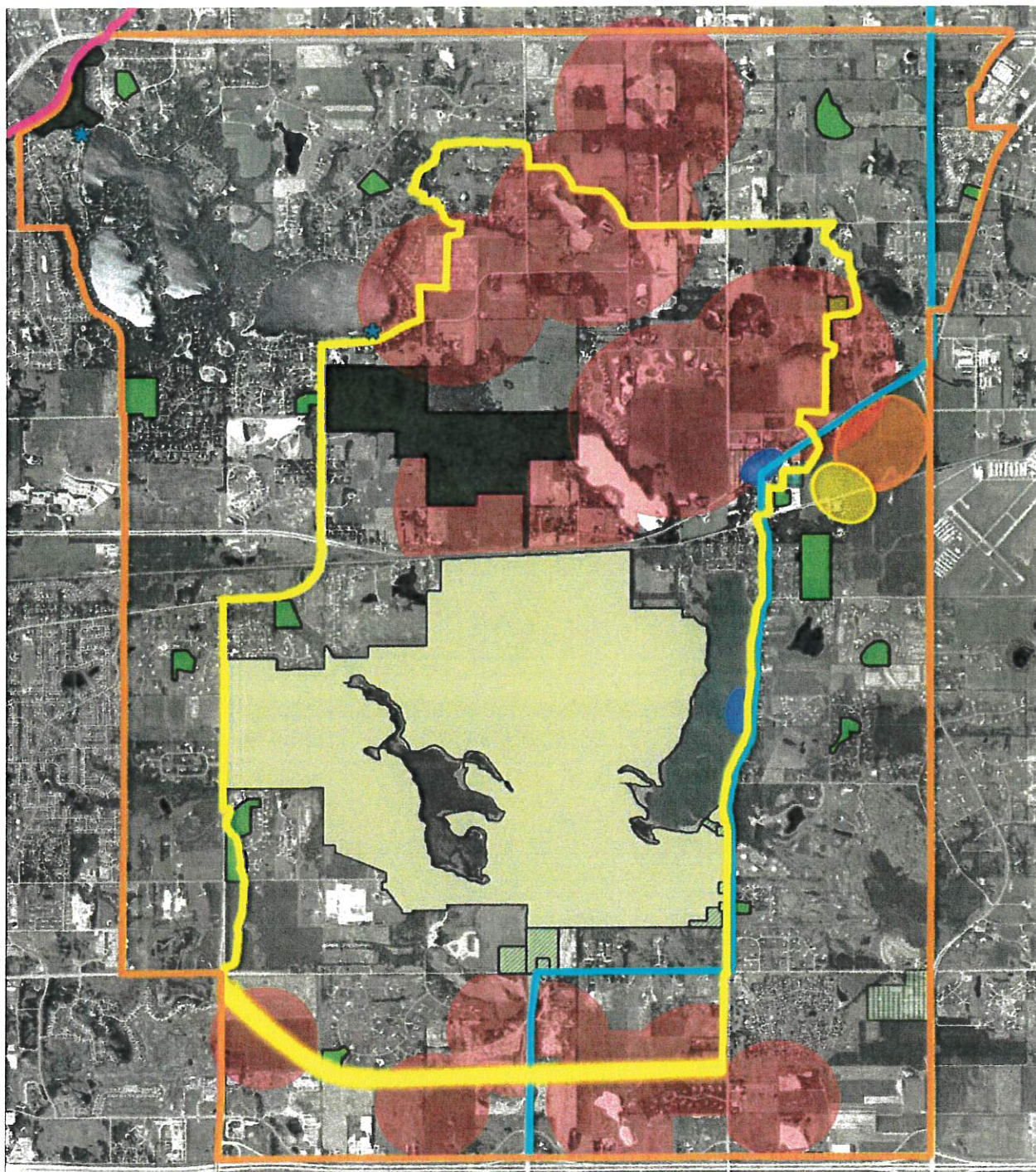
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**Map No. 7:  
Park System Plan**



**MAP 7. 2030 PARK SYSTEM PLAN**



**EXISTING PARKS**

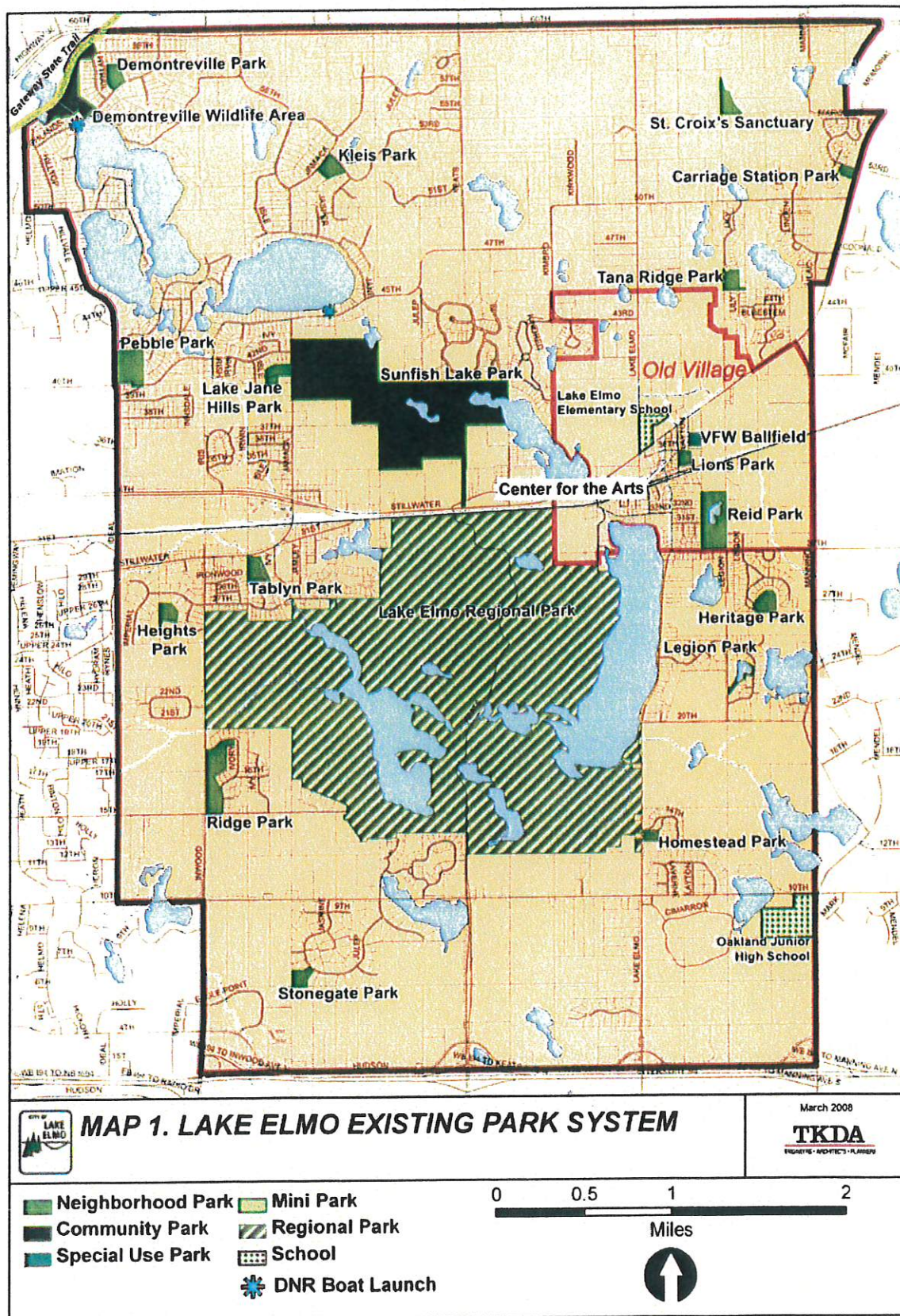
- |                       |                      |
|-----------------------|----------------------|
| - NEIGHBORHOOD PARK   | - REGIONAL PARK      |
| - COMMUNITY PARK      | - PARCELS IN HOLDING |
| - SPECIAL USE PARK    | - SCHOOL             |
| - GATEWAY STATE TRAIL | - DNR BOAT LAUNCH    |

**PROPOSED PARKS SEARCH AREAS**

- |                            |                              |
|----------------------------|------------------------------|
| - NEIGHBORHOOD PARK        | - COMMUNITY PARK             |
| - COMMUNITY SPORTS COMPLEX | - GREENWAY                   |
| - SPECIAL USE PARK         | - WASHINGTON COUNTY GREENWAY |

**TKDA**  
TRANSPORTATION KANSAS DESIGN ASSOCIATES









Source: Esri, DigitalGlobe, GeoEye, i-cubed, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

## Site Plan: Reid Park

THE CITY OF  
**LAKE ELMO**

0 100 200 400 Feet  
1"=200'

City of Lake Elmo  
9-23-2013  
Data Source:  
Washington County, MN







Source: Esri, DigitalGlobe, GeoEye, I-cubed, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

## Site Plan: Tablyn Park

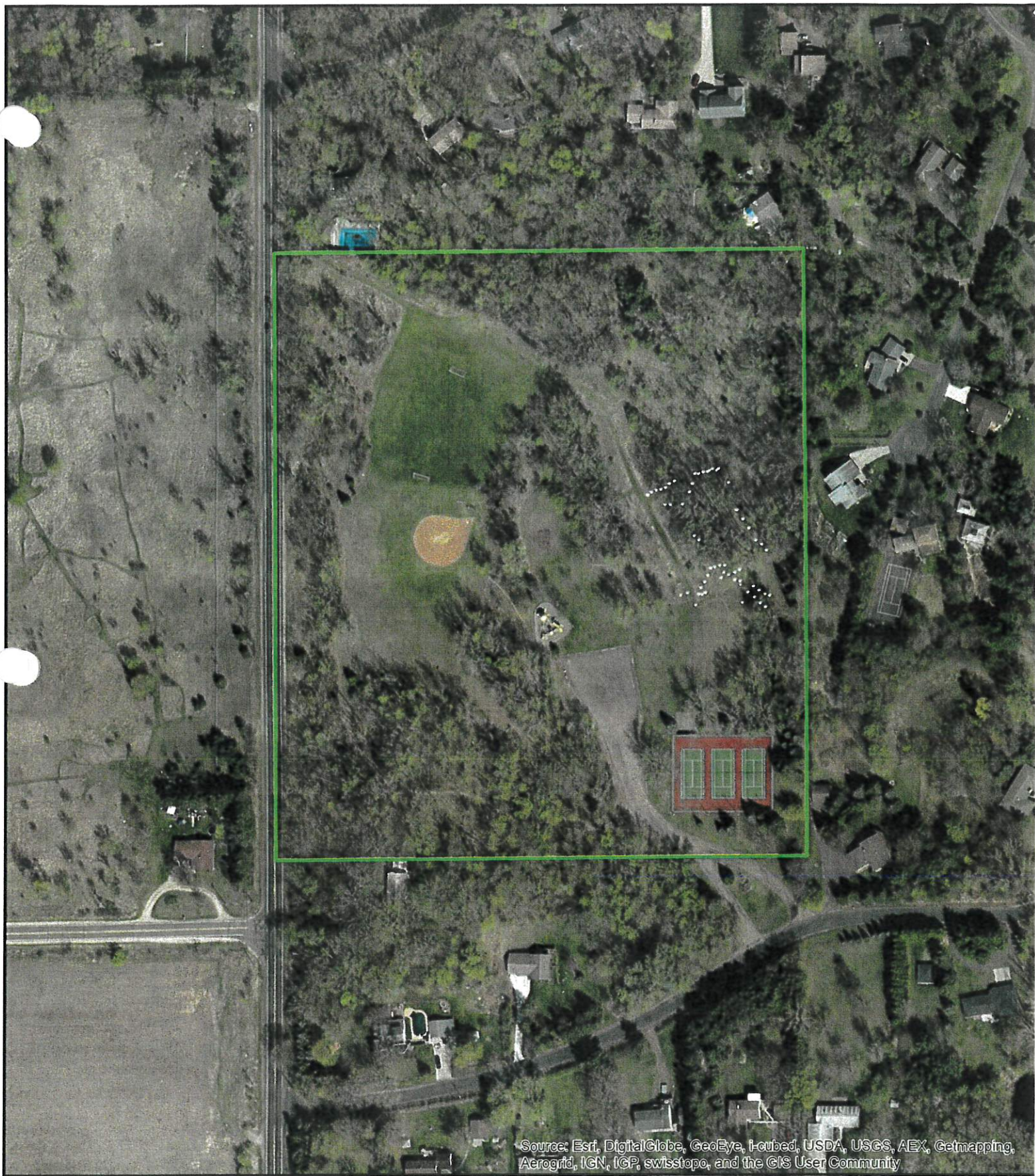
THE CITY OF  
**LAKE ELMO**

0 50 100 200 Feet  
1"=100'

City of Lake Elmo  
9-23-2013  
Data Source:  
Washington County, MN







## Site Plan: Pebble Park

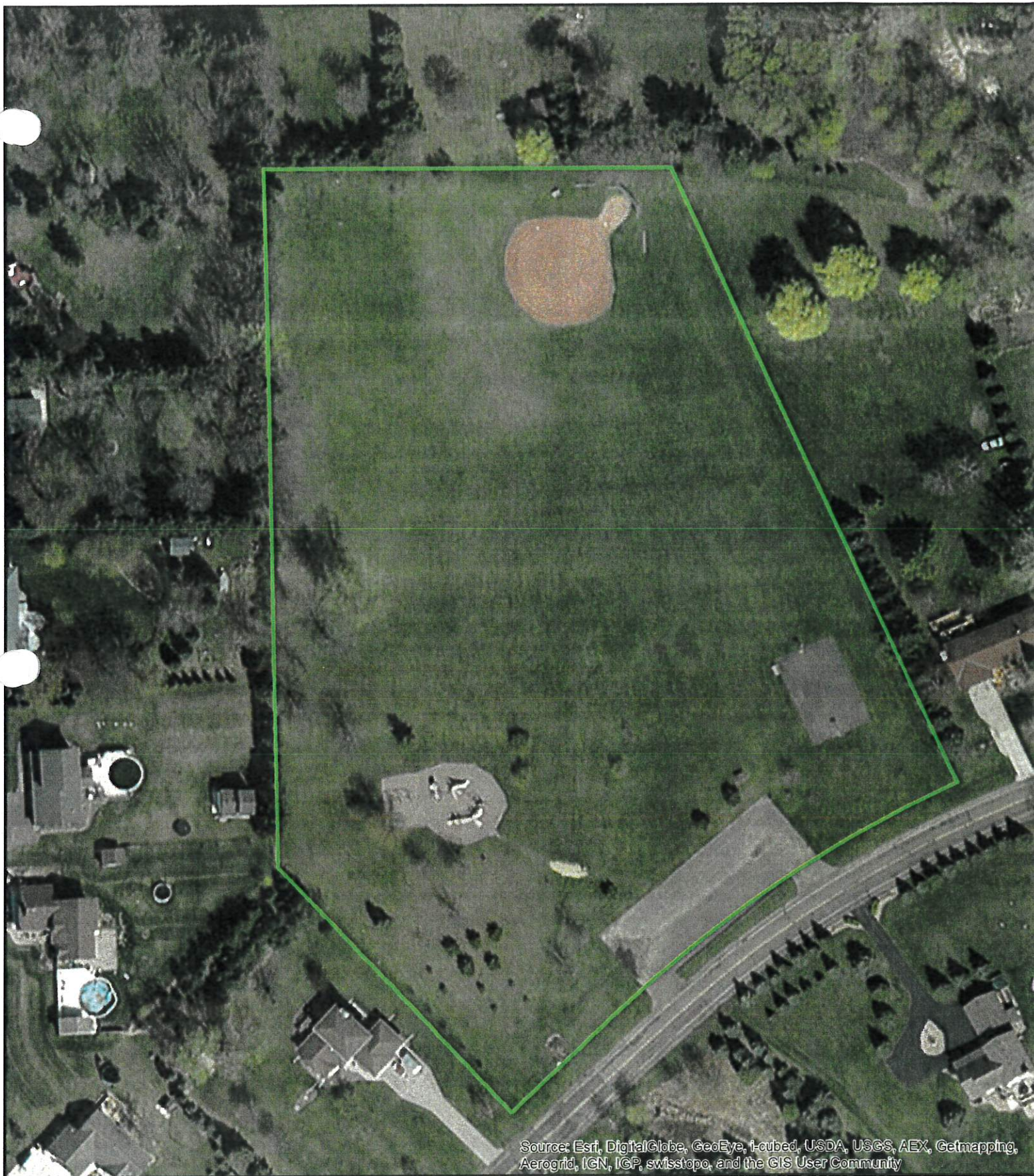
THE CITY OF  
**LAKE ELMO**

0 100 200 400 Feet  
1"=200'

City of Lake Elmo  
9-23-2013  
Data Source:  
Washington County, MN







Source: Esri, DigitalGlobe, GeoEye, I-cubed, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community

## Site Plan: DeMontreville Park

THE CITY OF  
**LAKE ELMO**

0 50 100 200 Feet  
1"=100'

City of Lake Elmo  
9-23-2013  
Data Source:  
Washington County, MN





**SESSION #5: 2014 Park Commission Plan of Work**

**Based on the previous sessions, rank the priorities of work for fiscal year 2014:**

- |   |   |
|---|---|
| <input type="text"/> Park Revitalization & Maintenance                              | <input type="text"/> Gathering Features |
| <input type="text"/> Trails Design & Fund Acquisition                               | <input type="text"/> Nature Education   |
| <input type="text"/> Recreational Programming                                       | <input type="text"/> Health & Fitness   |
| <input type="text"/> Neighborhood Park Creation                                     | <input type="text"/> Park Safety        |
| <input type="text"/> Conservation & Tree Preservation                               | <input type="text"/> Lake & Water Use   |
| <input type="text"/> Destination Features (Dog Park, Nature Center, Mt. Biking etc) |   |

**The Park Commission has close to \$900,000 in the bank to use on parks. By Percentage allocate how you would like to see funds spent in the next five years.**

- |  |   |
|--|---|
| <input type="text"/> Revitalization of Current Parks | <input type="text"/> Establish New Parks  |
| <input type="text"/> Trails & Pathways               | <input type="text"/> Parking & Safety     |
| <input type="text"/> Nature & Conservation           | <input type="text"/> Destination Features |

**Should the City of Lake Elmo allocate more staffing to the Park program?**

- Yes  No

City of Lake Elmo  
Parkland Dedication Funds  
Fund 404

Balance as of 12/31/12

925,895.04

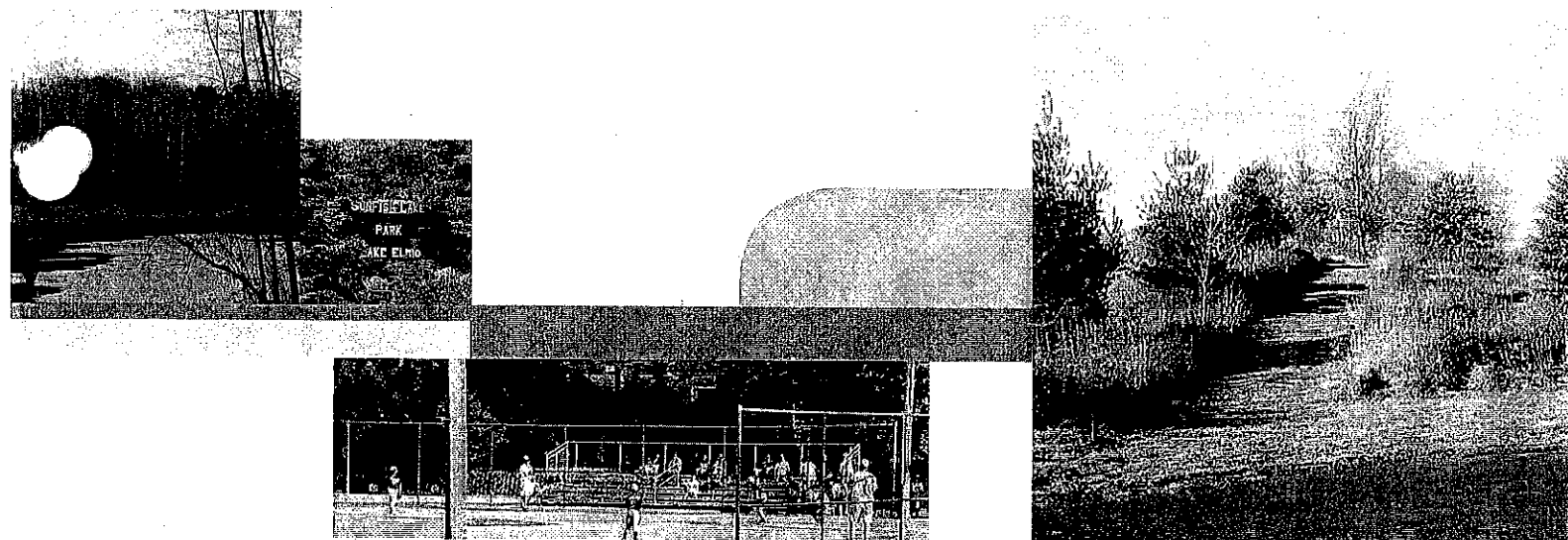
| 2013 Activity | Vendor                          | Description                             |           |
|---------------|---------------------------------|---|-----------|
| 1/15/2013     | Oak Meadows                     | Tana Park Eagle Scout Project           | 1,046.15  |
| 2/5/2013      | Focus Engineering               | Landfill Site restoration work          | 180.00    |
| 5/7/2013      | Information Specialty Group     | Park Survey                             | 14,400.00 |
| 6/30/2013     | Miracle Recreation Equipment Co | Tablyn Park Playground borders          | 4,931.05  |
| 7/2/2013      | Postmaster                      | Park Survey Postage                     | 430.00    |
| 7/16/2013     | Graphic Resources               | Park Survey Mailer                      | 955.46    |
| 7/31/2013     | Postmaster                      | Park Survey Postage                     | 102.50    |
| 8/20/2013     | MN Native Land Inc              | Sunfish Lake Park Weed Control          | 600.00    |
| 8/20/2013     | Tri State Bobcat                | 50% of new Bobcat cost                  | 10,591.25 |
| 8/20/2013     | Webber Recreational Design Inc  | Tablyn Park Rubber mulch for playground | 3,607.03  |

(36,843.44)

2013 Expenses through 8/31/13

Parkland Fund Balance as of 8/31/13

889,051.60



# Lake Elmo Comprehensive Parks & Recreation Plan

Adopted March 18, 2008



*Prepared for the City of Lake Elmo*

## **TKDA**

ENGINEERS • ARCHITECTS • PLANNERS

# ***Comprehensive Parks & Recreation Plan***

Prepared for the City of Lake Elmo, Minnesota

## ***Acknowledgements***

### **Park Commissioners (2007)**

David Steele, Chair  
John Ames  
Judith Blackford  
John Booher  
Terry Bouthilet  
Todd Bruchu  
Rolf Larson  
Linda Wagner  
Jenifer Watters  
Vincent Adanene (Alternate)  
Susan Dunn (Alternate)

### **Park Commissioners (2006)**

Bob Schumacher, Chair  
John Heroff

### **City Staff**

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Mike Bouthilet, Public Works Superintendent  
Susan Hoyt, City Administrator  
Tom Bouthilet, Finance Director

### **City Council (2007)**

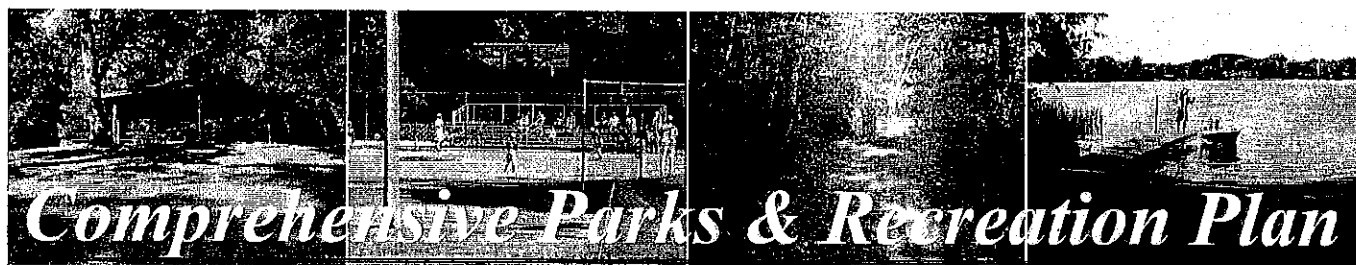
Mayor Dean Johnston  
Steve DeLapp  
Elizabeth Johnson  
Nicole Park  
Anne Smith

### **Planning Commission (2007)**

Todd Ptacek, Chair  
Tom Armstrong  
Mark Deziel  
Julie Fliflet  
Bob Helwig  
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Laurie McGinnis  
Jennifer Pelletier  
Ben Roth  
Charles Schneider  
Robert Van Zandt

### **Planning Consultants**

TKDA



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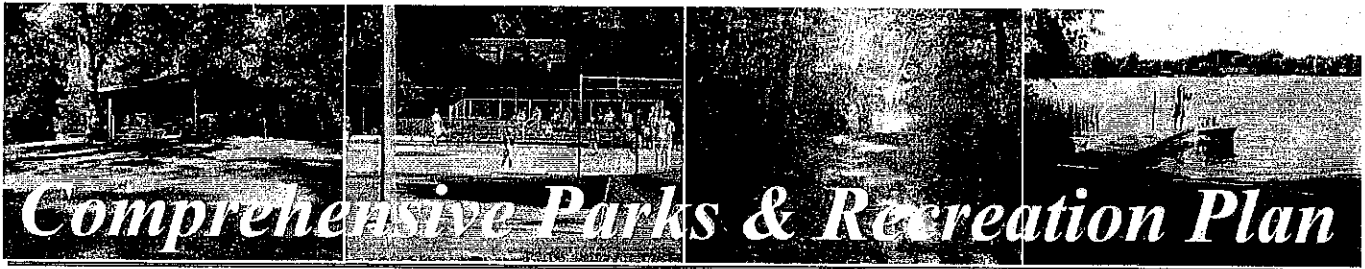
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## **PART ONE: INTRODUCTION**

### ***Purpose of the Plan***

Park and recreation planning need to be integrated with City Planning. Park planning will enhance the quality of life in our community, will protect some of the City's natural environment, will serve to meet the recreation needs of Lake Elmo citizens, and will serve as a model for private land stewardship. Parks have a significant value as a community resource, and they are an essential element of the community. The recreational facilities in the City of Lake Elmo add to the unique rural character of the community, and help to foster civic pride.

This *Comprehensive Parks & Recreation Plan* constitutes a vision for the City of Lake Elmo's park system and is meant to guide city policymakers over the period 2007 to 2030.

In preparing this Comprehensive Plan, the Parks Commission established a set of overarching principles to guide the development of our city's parks:

### ***Park System Principles***

- a. The park system shall showcase, preserve, and respect our city's natural resources, and the location of our natural resources shall guide the placement and uses of our parks.
- b. Parks shall be located so that all current and prospective neighborhoods have a local park where practical and appropriate.
- c. City parks shall be connected to each other and to prominent destinations within and outside of the city through a system of trails as iterated in the *2006 Comprehensive Trail Guide Plan*.
- d. A significant park shall be located at the heart of Lake Elmo and serve as a community gathering place and landmark.
- e. The park system shall serve a diversity of interests and accommodate a wide range of abilities for citizens of all ages. The parks system shall support and foster a diverse range of activities, including sports, arts, music, festivals, informal and formal gatherings, picnicking, nature appreciation, and other activities.
- f. The park system shall be easily accessible to the general public.
- g. Dedicated park land shall not be used for non-recreational or non-conserving purposes.

---

## ***Planning Process***

This *Comprehensive Parks & Recreation Plan* was initiated to update Lake Elmo's previously-developed Park Plan written in 1990. The need for the update was prompted by the completion of the 2030 Lake Elmo *Comprehensive Plan* in 2006, the adoption in 2006 of the *Comprehensive Trail Guide Plan* for the City of Lake Elmo, the significant growth in the city's park system since 1990, and the anticipated rapid growth in the city's population.

The City of Lake Elmo Parks Commission collaborated with consultants from TKDA over an eight-month period to update this Plan. A public open house was held in February 2007 as the draft plan neared completion. Maps showing the draft recommendations and the Park System Principles were displayed, and the public was invited to offer comments and ask questions. Oral and written comments were conveyed to members of the Parks Commission and professional staff attending the meeting. A public hearing before the Lake Elmo Planning Commission was held on December 10, 2007.

The *Comprehensive Parks and Recreation Plan* was adopted by the Lake Elmo City Council on March 18, 2008.

## ***Parameters of this Report***

There are extensive private park and recreational facilities both within the City of Lake Elmo and in neighboring communities. The numerous private facilities are an important asset and are used extensively by many residents as well as people from outside the city. The wide-ranging local facilities include hundreds of acres preserved through open space and conservation easements, private trails, local recreational businesses, and athletic associations. Because these areas are primarily private and therefore not generally open to the public, they cannot by definition be regarded as resources which the citizens of Lake Elmo can reliably use, and consideration of these parks and facilities cannot be productively integrated into long-range civic planning relating to the city's parks.

Other recreational public facilities available in the city but managed by other entities are local schools, the 2,165-acre Lake Elmo Regional Park Reserve and miles of Washington County trails.

Although a preference menu was conducted to



|   |             |
|---|-------------|
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## **PART TWO: SETTING**

### ***Existing Parks Inventory***

Today, the parks system in Lake Elmo serves organized sports, casual play, relaxation, hiking, cross-country skiing, horseback riding, picnicking, nature appreciation, and a variety of other outdoor activities. While all parks share the common purpose of providing quality recreation facilities and open spaces, each park within the system is unique in terms of its history, setting, character, and use.

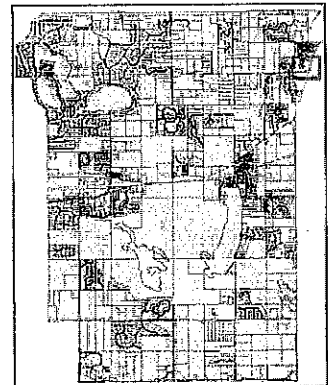
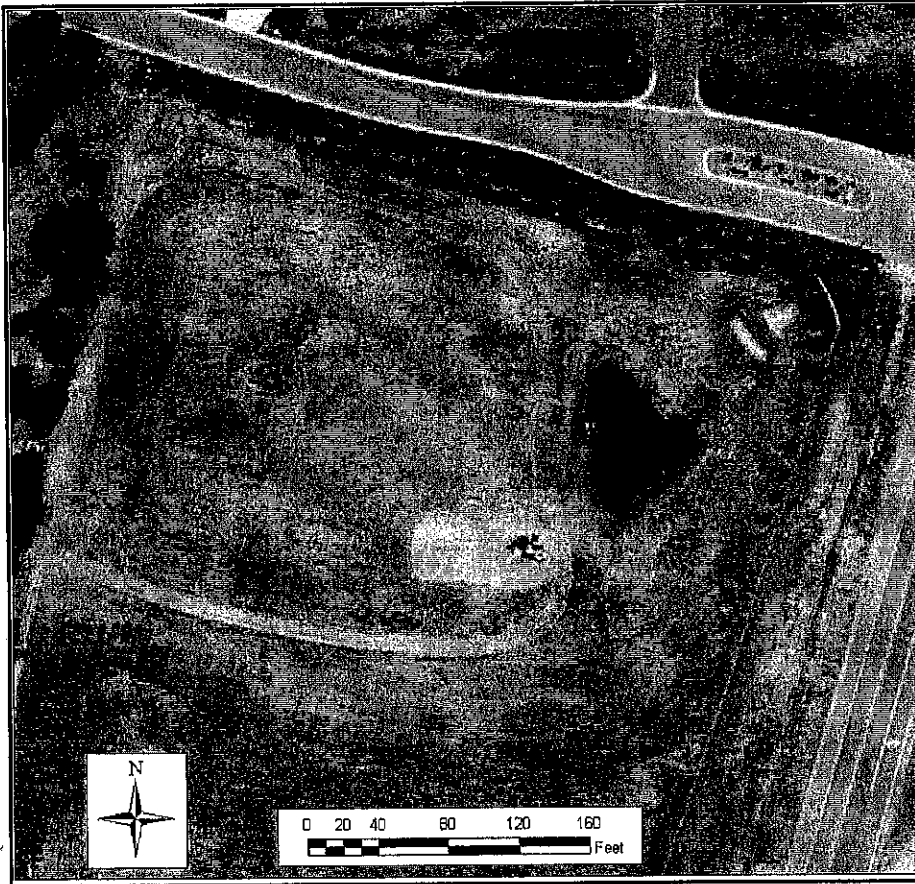
The Parks Commission compiled a parks inventory that describes the current city park system. This inventory of our city's current parks serves as a useful baseline from which to consider the community's future park needs. Also included in the inventory is Washington County's Regional Park Reserve as it is a public recreational asset.

For planning purposes, all parks in Lake Elmo are defined in terms of their overall role in the park system, service area and location, size, level of service, and the nature of their facilities. Explanations regarding these classifications can be found on page 3-1.

**Map 1** ("Lake Elmo Existing Park System") illustrates the location of the current public parks:

## Carriage Station Park

Carriage Station Park is located along Stillwater Boulevard North / Highway 5 in the northeast corner of Lake Elmo. Facilities for this neighborhood park include a playground, paved trail, basketball court and an excellent sledding hill.



**Classification:** Neighborhood Park

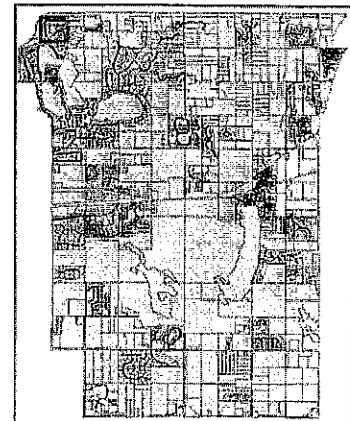
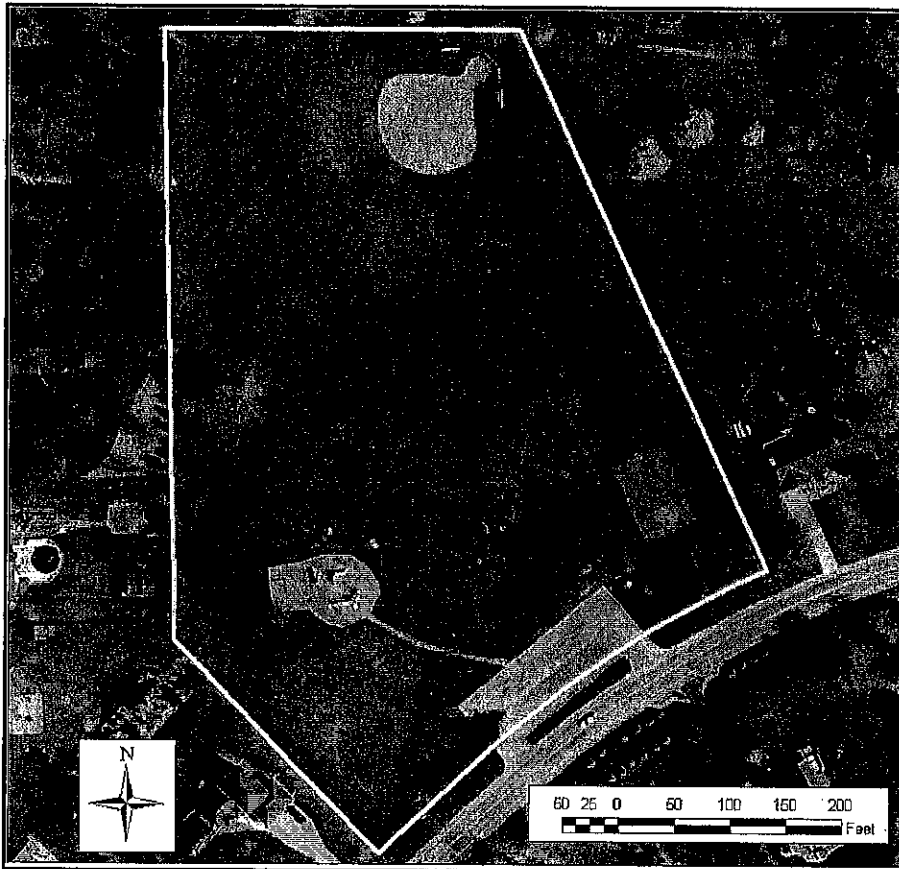
**Location:** Marquess Trail North and Stillwater Boulevard North / Highway 5

**Size:** 3 acres

| Natural Features | Passive Uses                                      | Active Uses                                     | Other Facilities      |
|------------------|---|---|-----------------------|
|                  | trail – walking,<br>jogging (paved)<br>picnicking | playground<br>sledding hill<br>basketball court | no off-street parking |

## DeMontreville Park

DeMontreville Park, located in the northwest corner of Lake Elmo near the Gateway Trail and the DeMontreville Wildlife Area, is an active recreation park. It complements the DeMontreville Wildlife Area with its softball field, basketball court and large open area that is perfect for group activities and picnicking.



**Classification:** Neighborhood Park

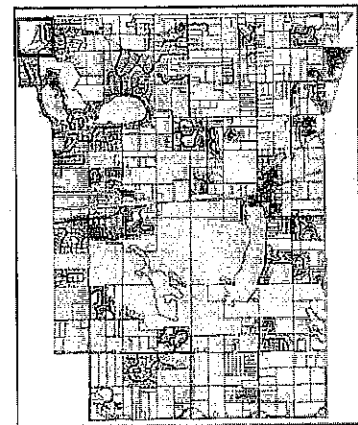
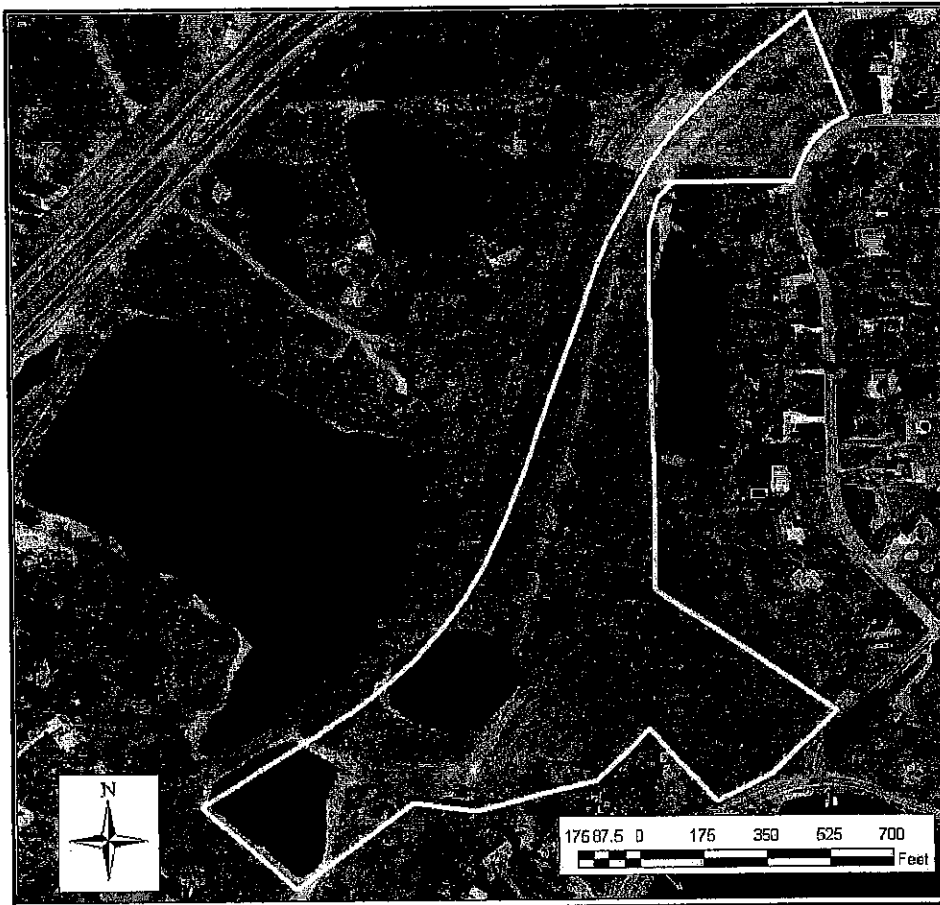
**Location:** 5700 Highlands Trail North

**Size:** 6.3 acres

| Natural Features | Passive Uses | Active Uses   | Other Facilities                                       |
|------------------|--------------|---|--|
|                  | picnicking   | playground<br>basketball court<br>volleyball court<br>softball field<br>football/lacrosse/<br>soccer field (open<br>area) | off-street parking<br>restrooms -<br>portable/seasonal |

## ***DeMontreville Wildlife Area***

DeMontreville Wildlife Area serves as Lake Elmo's access to the Gateway State Trail. Located in the northwest corner of Lake Elmo, the partly-wooded park is home to a large pond and a beautiful creek. This park is a popular destination for hikers and those who choose to enjoy this area for cross-country skiing, walking a pet, or communing with nature.



**Classification:** Community Park

**Location:** 7950 DeMontreville Trail North

**Size:** 24 acres

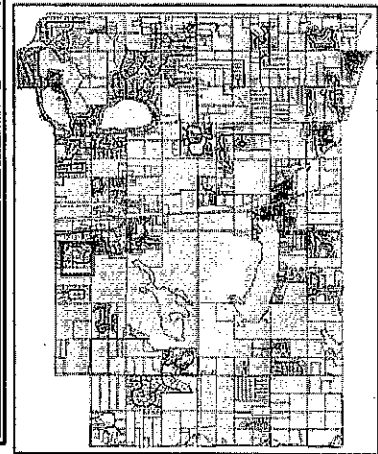
| Natural Features   | Passive Uses   | Active Uses                                    | Other Facilities   |
|--|--|--|--------------------|
| natural parkland<br>lakes/pond<br>natural resource area<br>creek | trail - walking, jogging<br>flora/fauna identification<br>quiet/solitude | sliding hill<br>cross-country/skiing<br>trails | off-street parking |



---

## Heights Park

Heights Park is an undeveloped park located in west-central Lake Elmo. The park features a grove of trees and a natural pond.



**Classification:** Neighborhood Park

**Location:** 26th Street and Imperial

**Size:** 5 acres

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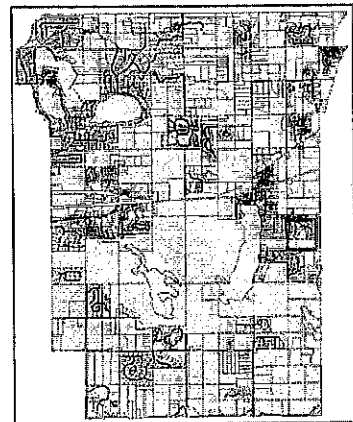
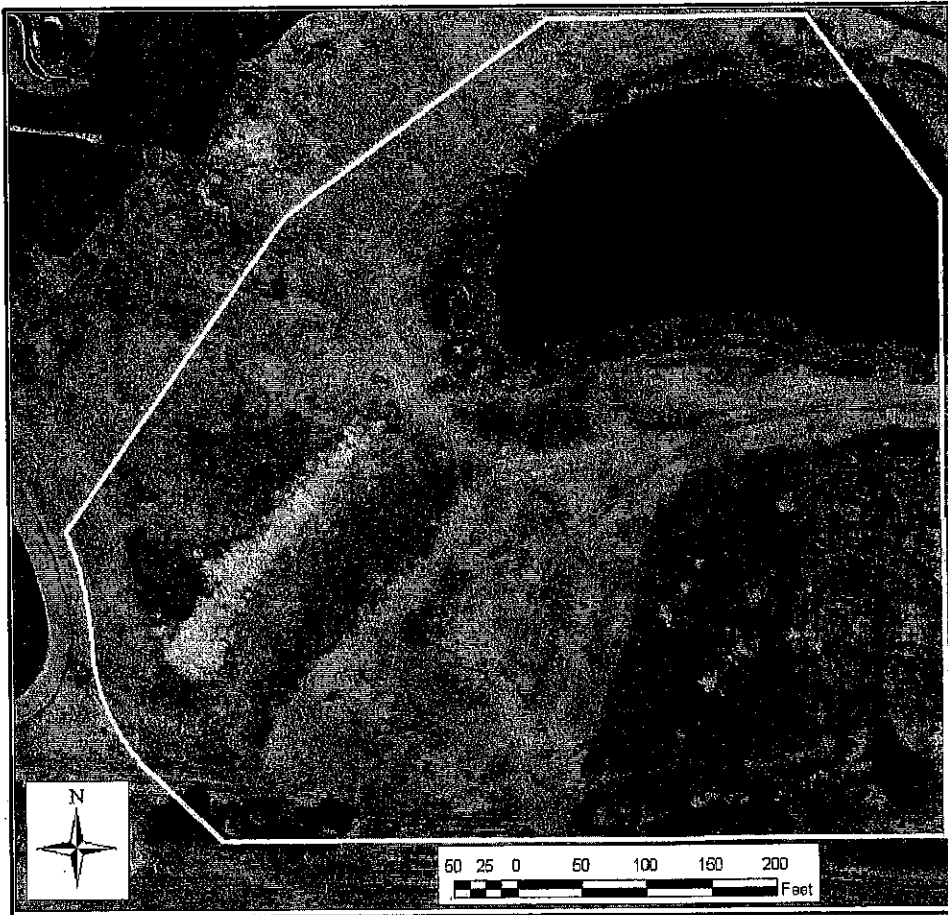
| Natural Features | Passive Uses | Active Uses | Other Facilities |
|------------------|--------------|-------------|------------------|
|------------------|--------------|-------------|------------------|

|                                     |  |  |  |
|-------------------------------------|--|--|--|
| lakes/pond<br>natural resource area |  |  |  |
|-------------------------------------|--|--|--|

---

## Heritage Park

Heritage Park is 8 acres of undeveloped land located south of Reid Park on the shores of a large pond. With lots of cover along the shoreline, this is a pleasant place for walking and enjoying nature.



**Classification:** Neighborhood Park

**Location:** 2700 Block of Lisbon Avenue

**Size:** 8 acres

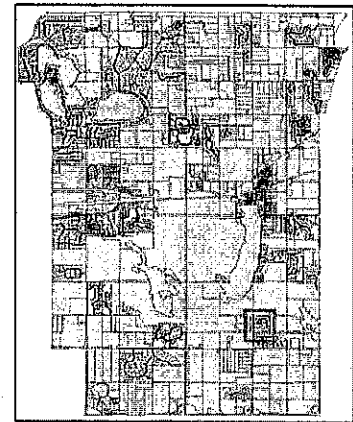
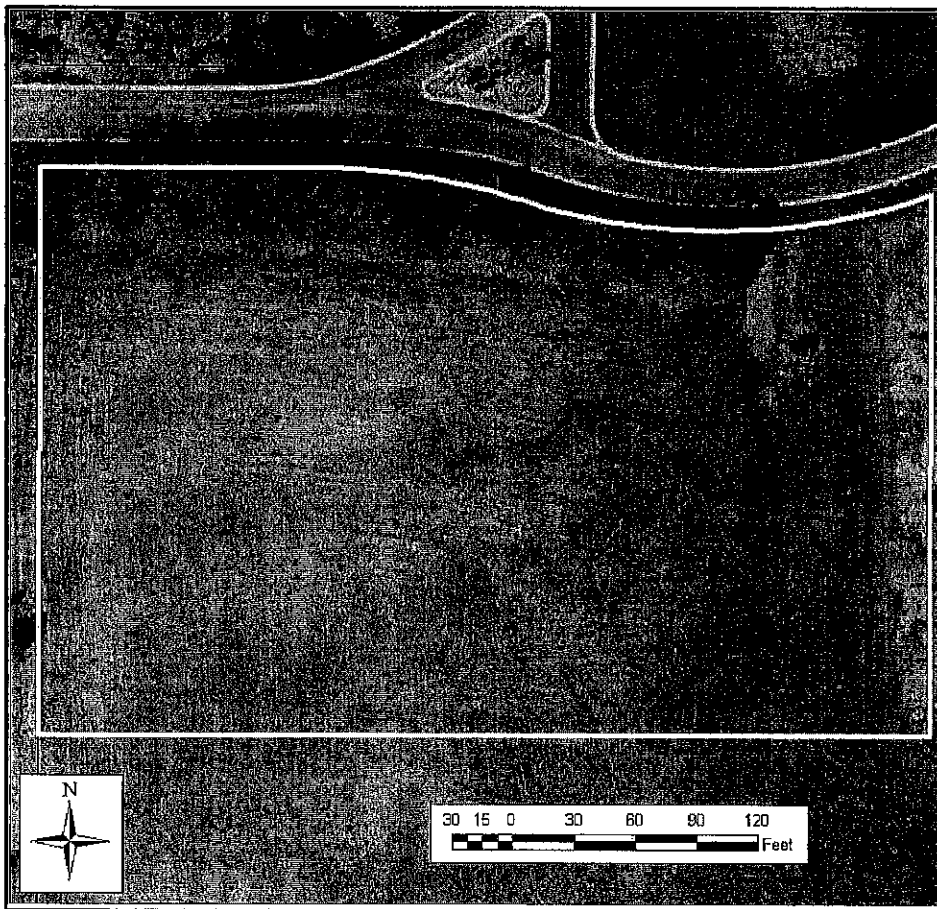
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| Natural Features | Passive Uses                | Active Uses | Other Facilities |
|------------------|-----------------------------|-------------|------------------|
| lakes/pond       | trail – walking,<br>jogging |             |                  |

---

## Homestead Park

Homestead Park is an undeveloped neighborhood park in southeastern Lake Elmo.



**Classification:** Neighborhood Park

**Location:** 14th Street and Lake Elmo Avenue

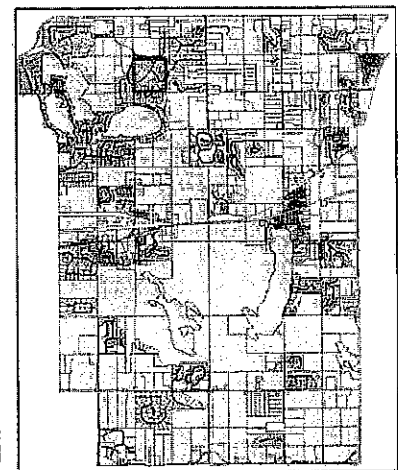
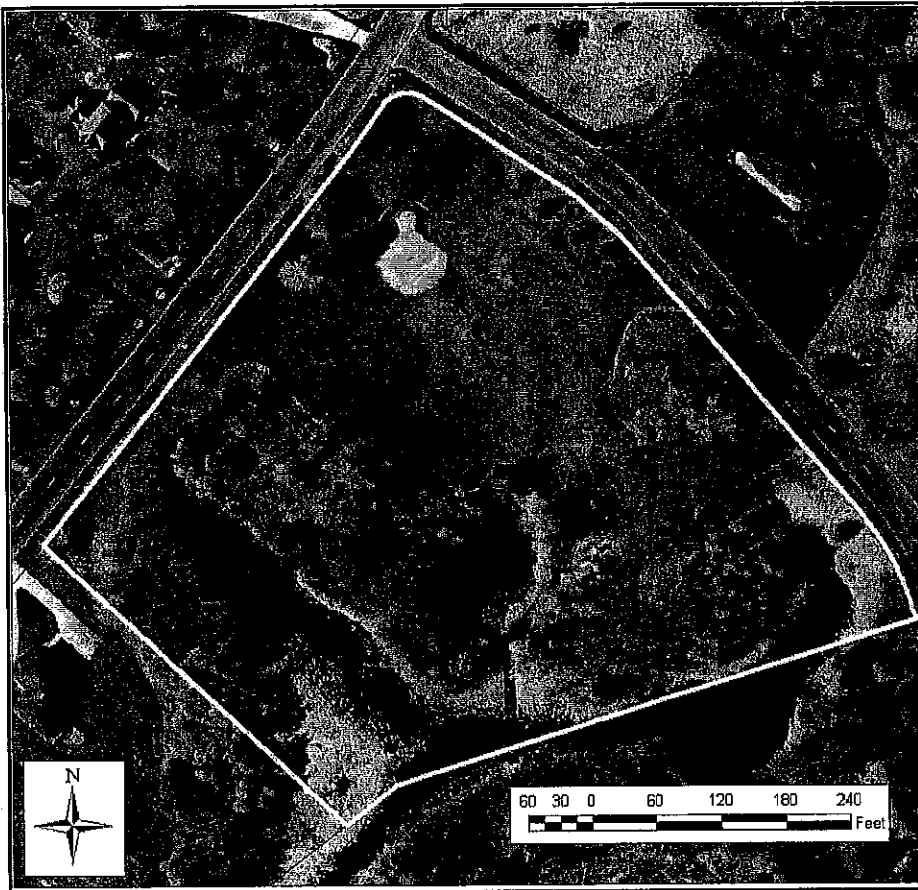
**Size:** 3 acres

**Parks Inventory:**

| Natural Features | Passive Uses | Active Uses | Other Facilities |
|------------------|--------------|-------------|------------------|
| lakes/pond       |              |             |                  |

## Kleis Park

Named after the Kleis family, who settled this area better than a century ago, Kleis Park is a lovely neighborhood park located in northwest Lake Elmo. The park features a large open area with a softball field and enough room for football and soccer. A beautiful highlight of the park is a well-shaded children's play area and a small woods with ancient oak trees and trails for a casual woodland stroll.



**Classification:** Neighborhood Park

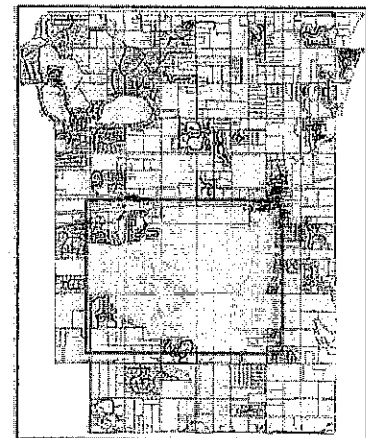
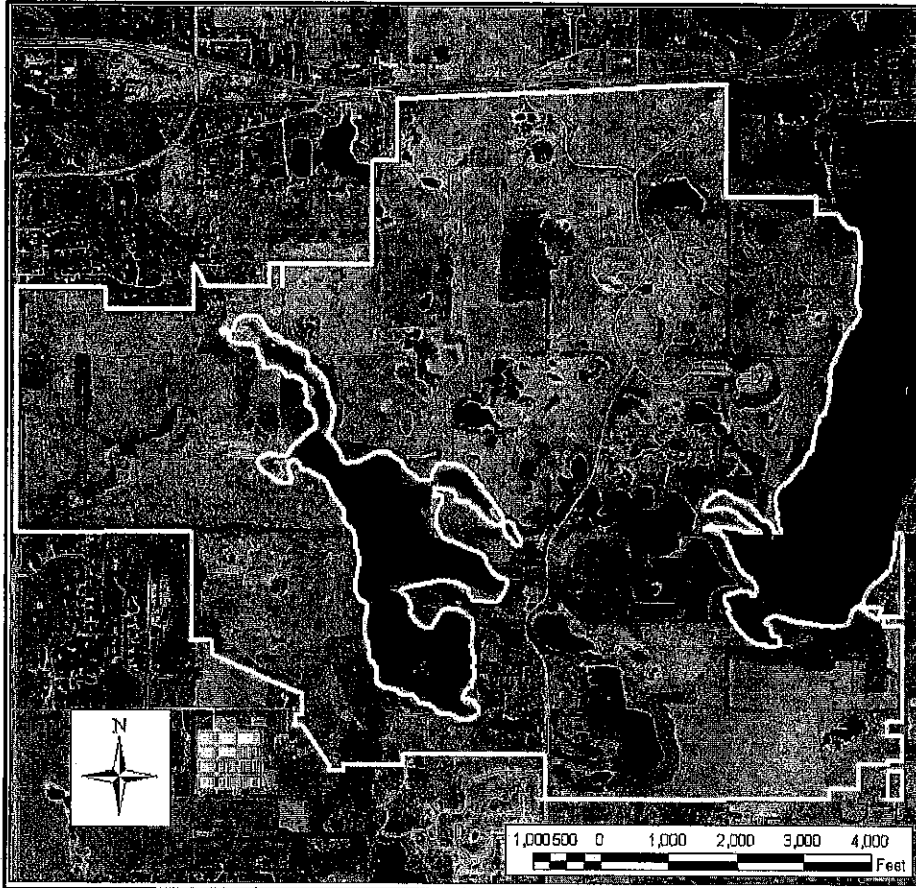
**Location:** 5285 Jamaca Boulevard

**Size:** 8 acres

| Natural Features                                       | Passive Uses                           | Active Uses  | Other Facilities  |
|--|--|--|---|
| natural parkland<br>lake/pond<br>natural resource area | picnicking<br>trail - walking, jogging | playground<br>softball field<br>football/soccer field<br>(open area) | no off-street parking<br>grills<br>restrooms - portable |

## Lake Elmo Regional Park Reserve

Lake Elmo Regional Park Reserve is a Washington County park located in central Lake Elmo. The 2,165 acre park offers camping, swimming, boating, fishing, natural resource restoration, ski trails, archery, and a number of other active and passive recreational uses. Eighty percent of the acreage is set aside for preservation and protection.



**Classification:** Regional Park Reserve

**Location:** 1515 Keats Avenue North

**Size:** 2,165 acres

### Natural Features

natural parkland  
lakes/ponds  
natural resource area

### Passive Uses

picnicking  
trails - walking,  
jogging  
canoeing

### Active Uses

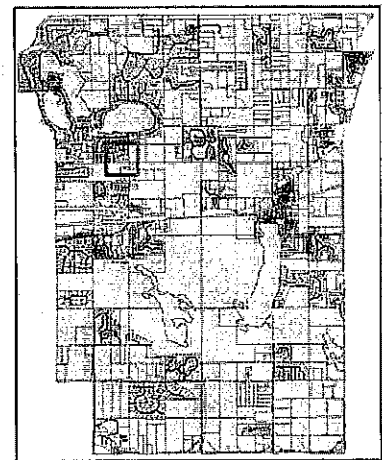
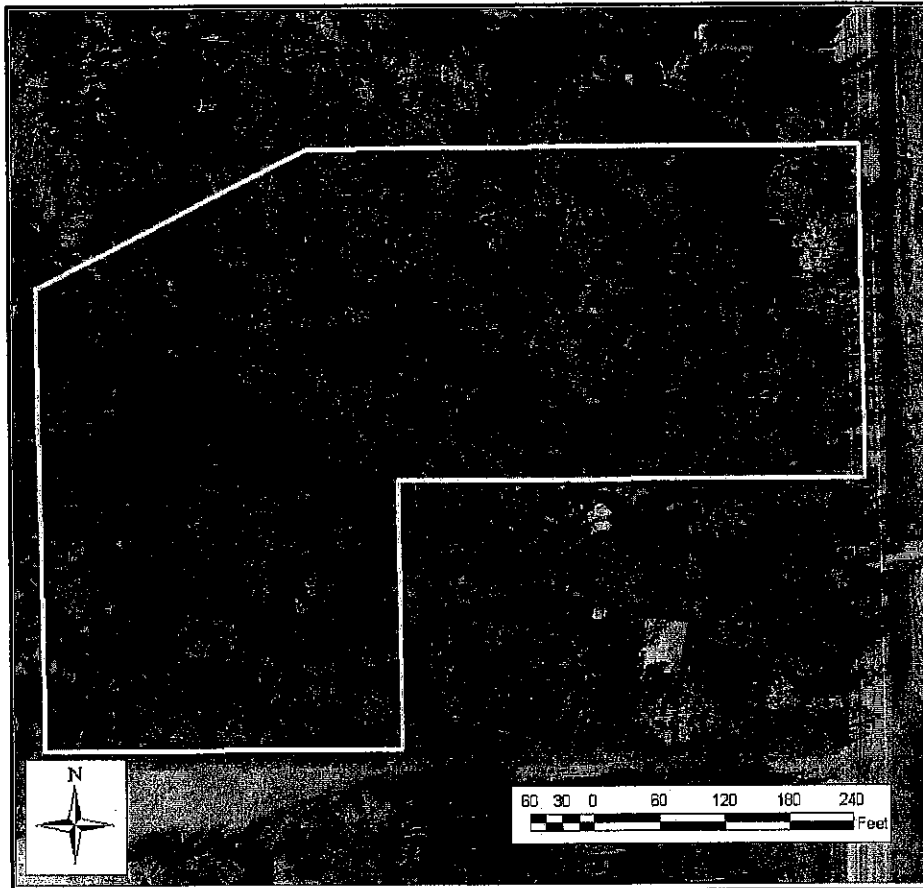
archery  
boating  
camping  
fishing  
horseback riding  
orienteering  
playground  
swimming  
skiing

### Other Facilities

off-street parking  
(permit required)  
restrooms

## Lake Jane Hills Park

Lake Jane Hills is an undeveloped park parcel acquired as future park space. These 7 acres are wooded with a gently rolling landscape. At this time there is no public parking for access to this property off of Jamaca Avenue North.



**Classification:** Neighborhood Park

**Location:** Adjacent to Jamaica Avenue North and south of 42nd Street

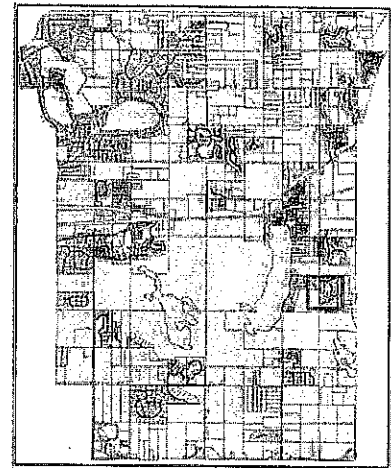
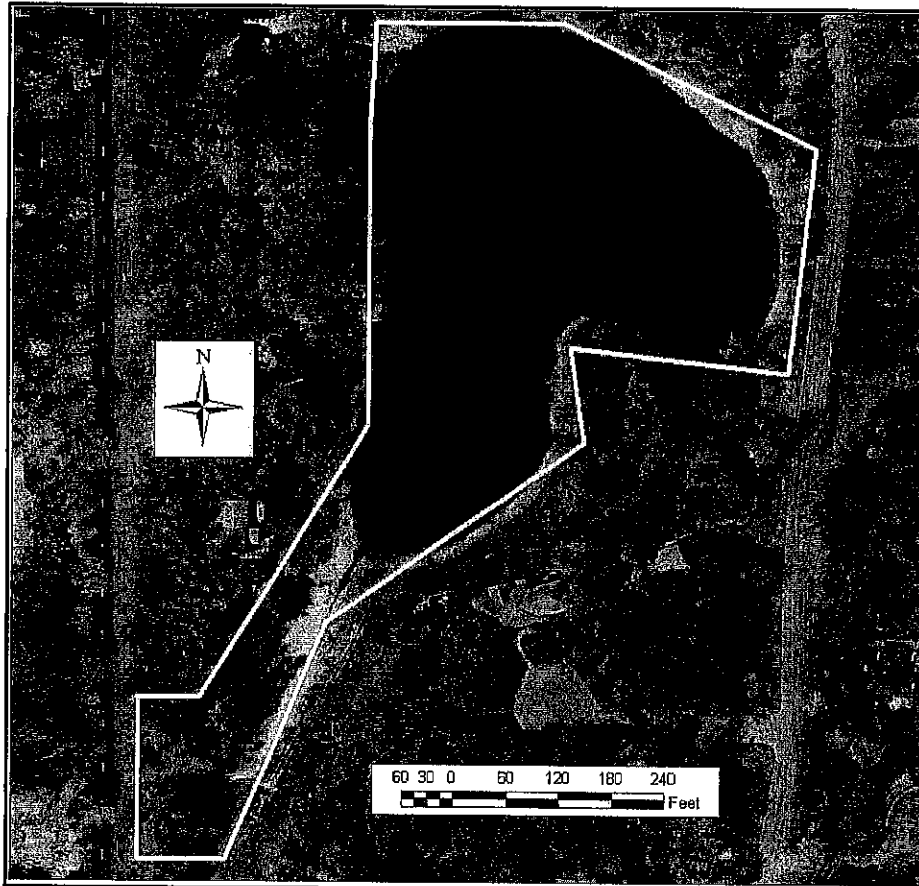
**Size:** 7 acres

| Natural Features | Passive Uses | Active Uses | Other Facilities |
|------------------|--------------|-------------|------------------|
| natural parkland |              |             |                  |

---

### Legion Avenue North Park (Unnamed)

The park located adjacent to Legion Avenue North and Legion Lane North is undeveloped and approximately 6.1 acres in size. This park features a sizeable pond.



**Classification:** Neighborhood Park

**Location:** Adjacent to Legion Avenue North and Legion Lane North

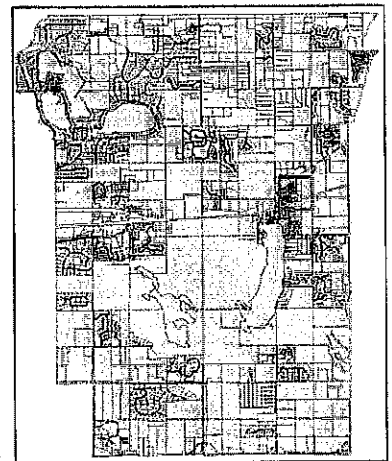
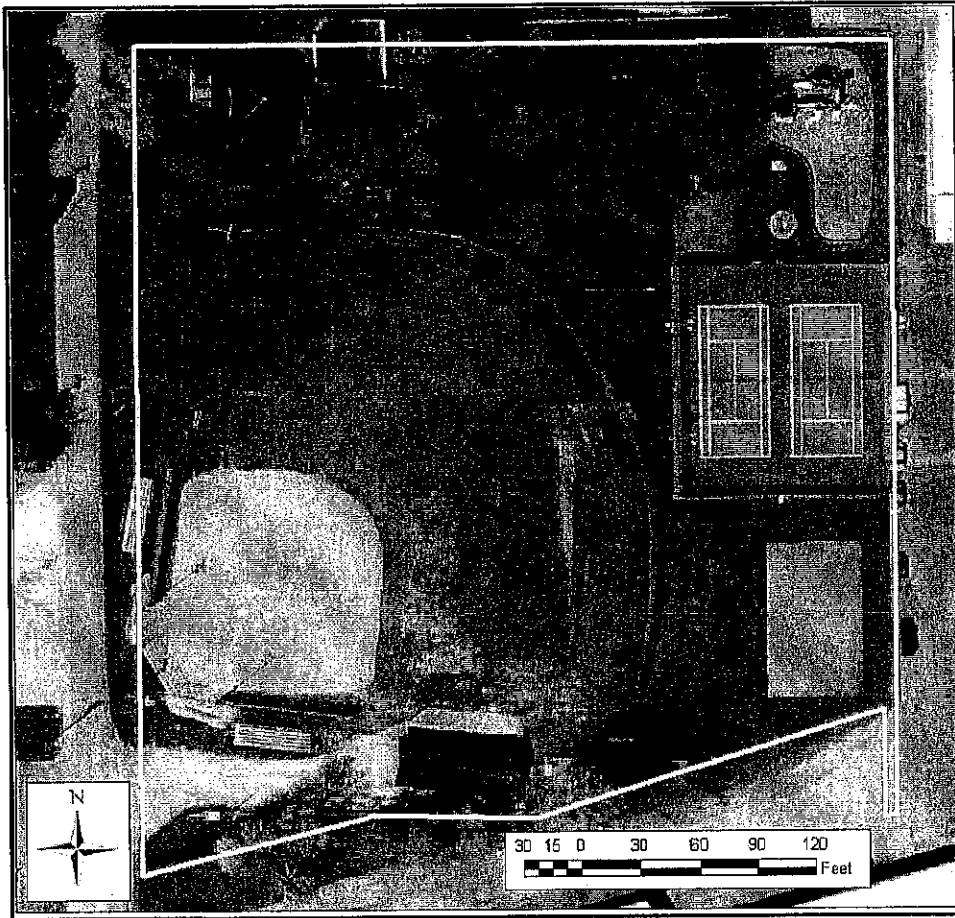
**Size:** 6.1 acres

---

| Natural Features              | Passive Uses | Active Uses | Other Facilities |
|-------------------------------|--------------|-------------|------------------|
| natural parkland<br>lake/pond |              |             |                  |

## Lions Park

Lions Park is a fully developed park located in the heart of the "Old Village" of Lake Elmo. Shelter facilities make Lions Park a good meeting place for group activities. Each August, Lions Park is the site of the annual city celebration, *Huff-n-Puff Days*. This site is also the location of the Lake Elmo Center for the Arts which occupies a former house in the northwest corner of the property.



**Classification:** Neighborhood Park

**Location:** 3525 Laverne Avenue North

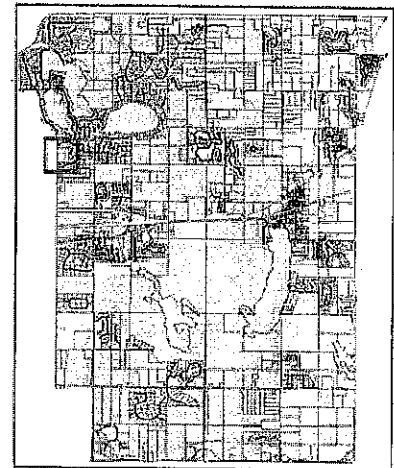
**Size:** 3.2 acres (Regional Arts Center is 0.2 acres)

| Natural Features | Passive Uses | Active Uses   | Other Facilities  |
|------------------|--------------|---|---|
|                  | picnicking   | playground<br>lighted baseball field<br>lighted tennis courts<br>basketball court<br>volleyball court<br>horseshoes<br>hockey/ice skating rink<br>badminton<br>batting cage | off-street parking<br>concession stand/warming house<br>restrooms - permanent<br>drinking fountain<br>warming house<br>bleachers<br>shelter |



## Pebble Park

Pebble Park, located on the west city line, was once a 3M gravel pit. The rim of the pit offers an unpaved parking area nestled among a playground, tennis courts, and a basketball court. The bottom of the pit is now a ball field. The south and northeast ends of the park features a rolling wooded terrain with sets of easily accessible trails.



**Classification:** Neighborhood Park

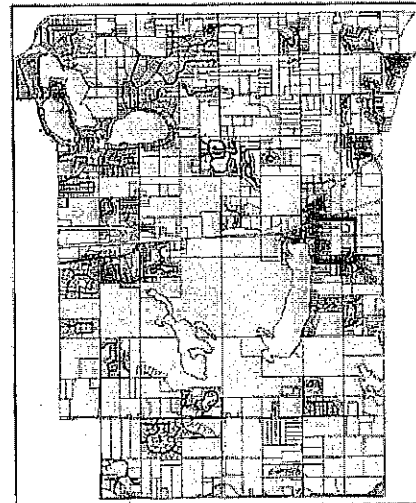
**Location:** 8160 Lake Jane Trail North

**Size:** 17 acres

| Natural Features                          | Passive Uses                               | Active Uses   | Other Facilities   |
|---|--|---|--|
| natural parkland<br>natural resource area | picnicking<br>trails - walking,<br>jogging | playground<br>lighted tennis courts<br>basketball court<br>softball field<br>sliding hill<br>trails - mountain bike | off-street parking<br>restrooms - portable<br>water fountain |

## Reid Park

This land was once part of the Reid family farm and now contains a softball field with two play areas and a bike/walking path that winds through a wooded area and around a pond. Reid Park is one of the parks used during the city's annual *Huff-n-Puff Days*.



**Classification:** Neighborhood Park

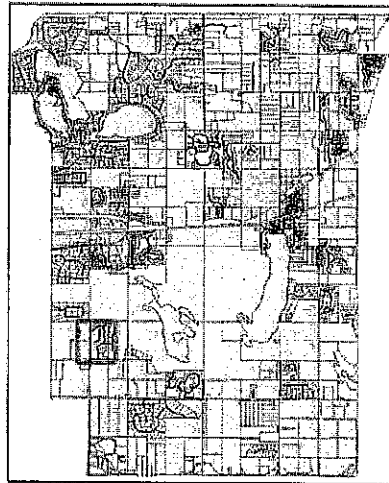
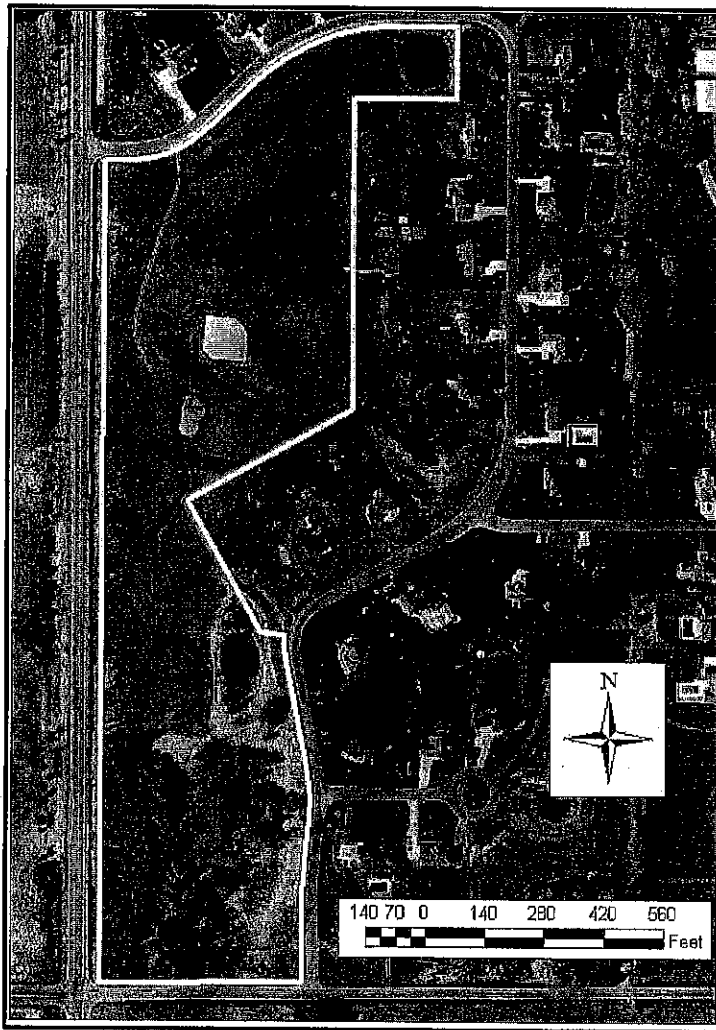
**Location:** 11430 - 30th Street North

**Size:** 30 acres

| Natural Features                                       | Passive Uses   | Active Uses   | Other Facilities                           |
|--|--|---|--|
| natural parkland<br>lake/pond<br>natural resource area | picnicking<br>trails - walking, jogging<br>flora/fauna identification<br>quiet, solitude | playground<br>softball field<br>soccer/football<br>field<br>trails - bike | off-street parking<br>restrooms - portable |

## Ridge Park

This is a neighborhood park located in west-central Lake Elmo. With 24 acres, it is evenly divided between open space with a softball field and playground, and a wooded area with an unpaved walking trail.



**Classification:** Neighborhood Park

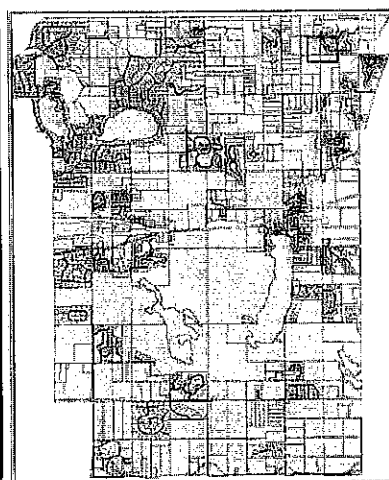
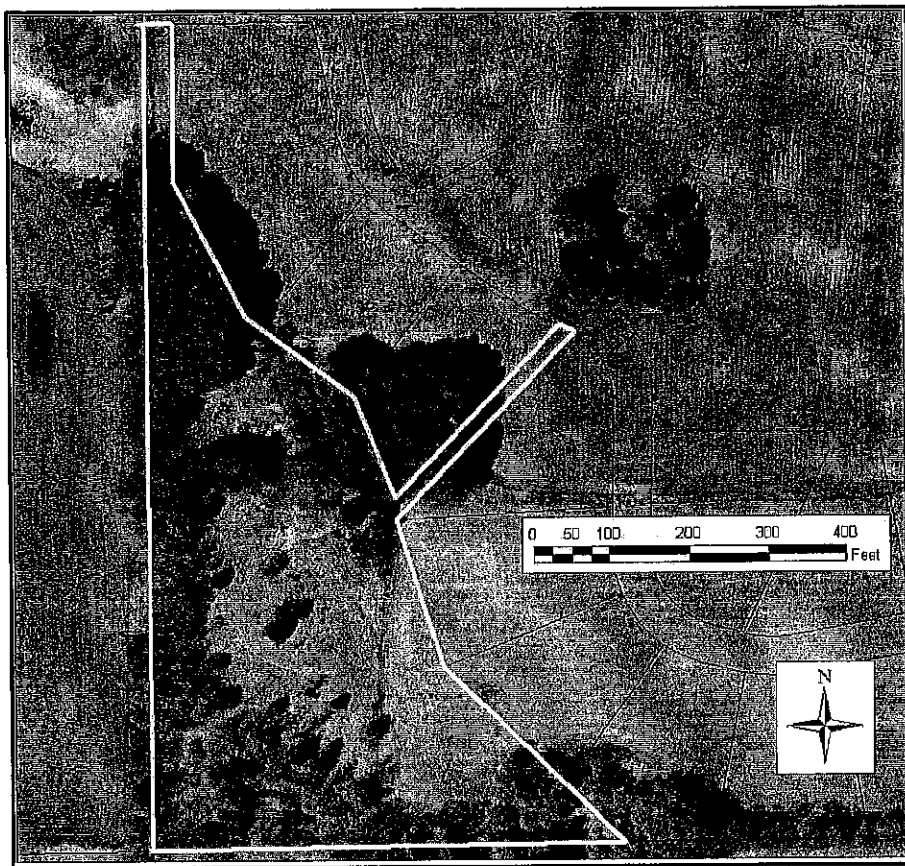
**Location:** 15th Street and Inwood Avenue

**Size:** 24 acres

| Natural Features      | Passive Uses                               | Active Uses  | Other Facilities      |
|-----------------------|--|--|-----------------------|
| natural resource area | picnicking<br>trails - walking,<br>jogging | playground<br>softball field<br>football/soccer field<br>(open area) | no off-street parking |

## St. Croix's Sanctuary

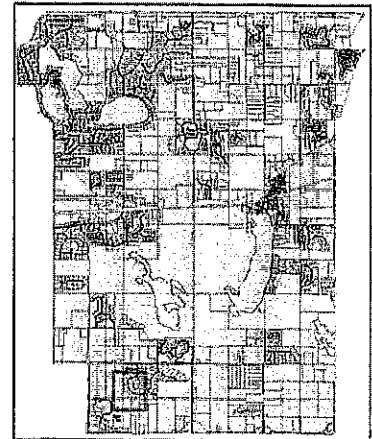
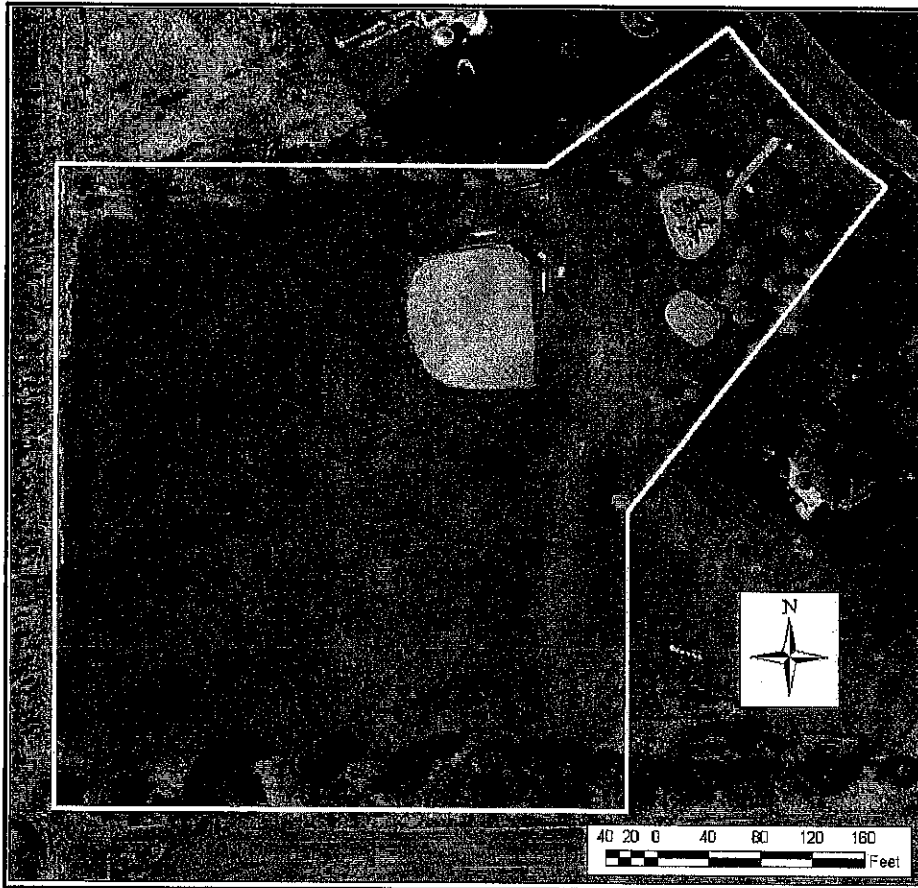
The undeveloped park is located in the St. Croix's Sanctuary development in the northeastern area of Lake Elmo.



|                         |  |                    |                         |
|-------------------------|--|--------------------|-------------------------|
| <b>Classification:</b>  | Neighborhood Park                                      |                    |                         |
| <b>Location:</b>        | Located off of Lily Avenue and 58 <sup>th</sup> Street |                    |                         |
| <b>Size:</b>            | 6.4 acres  |                    |                         |
| <b>Natural Features</b> | <b>Passive Uses</b>                                    | <b>Active Uses</b> | <b>Other Facilities</b> |
| natural parkland        |  |                    |                         |

## Stonegate Park

Stonegate Park is a neighborhood park located in southwestern Lake Elmo.



**Classification:** Neighborhood Park

**Location:** 750 Jasmine

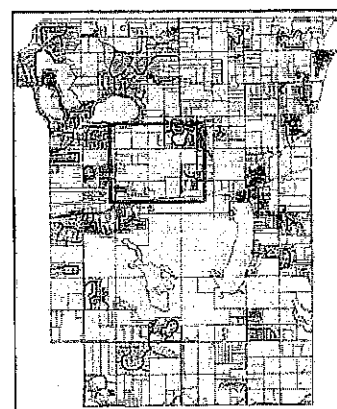
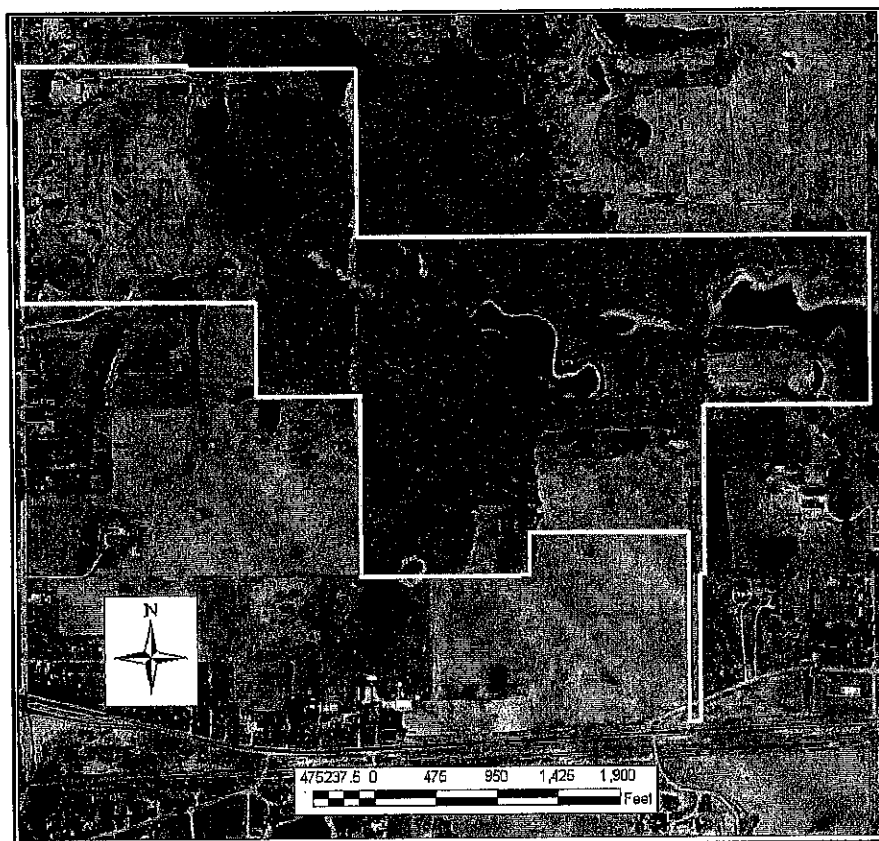
**Size:** 5 acres

| Natural Features | Passive Uses | Active Uses   | Other Facilities            |
|------------------|--------------|---|-----------------------------|
|                  | picnicking   | playground<br>football/soccer field<br>softball field | off-street parking<br>grill |

## Sunfish Lake Park

Sunfish Lake Park is considered by many to be the crown jewel of the Lake Elmo park system – an important symbol of the quiet, rural character Lake Elmo. The first European settlement in Lake Elmo was located near this park, and it is here where the assembly met that created the township we now know as the City of Lake Elmo. This park's unspoiled rolling landscape is the same today as it was for the first settlers: a well-preserved oak forest with gentle ridges separating ponds that showcase both landscape and a lush wildlife habitat. Spanning almost 300 acres near the geographic center of

the city, this park provides an important public access to Sunfish Lake. The northwestern corner of the park was previously utilized for the Washington County landfill and will be undergoing remediation.



**Classification:** Community Park

**Location:** 10000 Stillwater Lane North

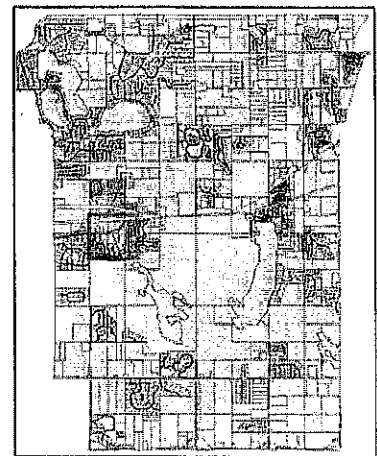
**Size:** 284 acres

| Natural Features   | Passive Uses   | Active Uses   | Other Facilities                           |
|--|--|---|--|
| lakes/ponds<br>natural parkland<br>natural resource area | picnicking<br>walking, jogging<br>canoeing<br>flora/fauna identification<br>quiet/solitude | sliding hill<br>cross country<br>skiing<br>horseback riding | off-street parking<br>restrooms - portable |

## Tablyn Park

At Tablyn Park, located along a gully, high ground features a paved parking area and tennis courts with a connecting paved trail. The trail leads one on a gentle switchback past the tennis courts down to the gully. Here the trail passes by a picnic area, a playground and the softball field. A wooden stairway connects the field with the parking area located at the top of the hill. In winter, one of Lake

Elmo's most popular sledding hills can be found here.



**Classification:** Neighborhood Park

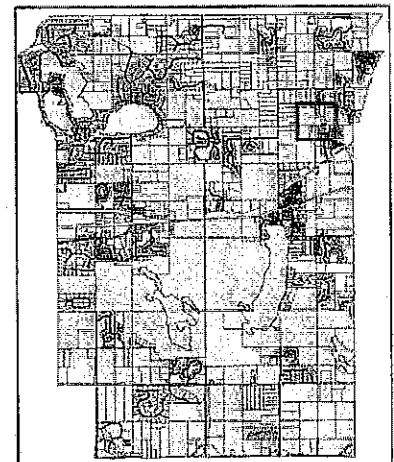
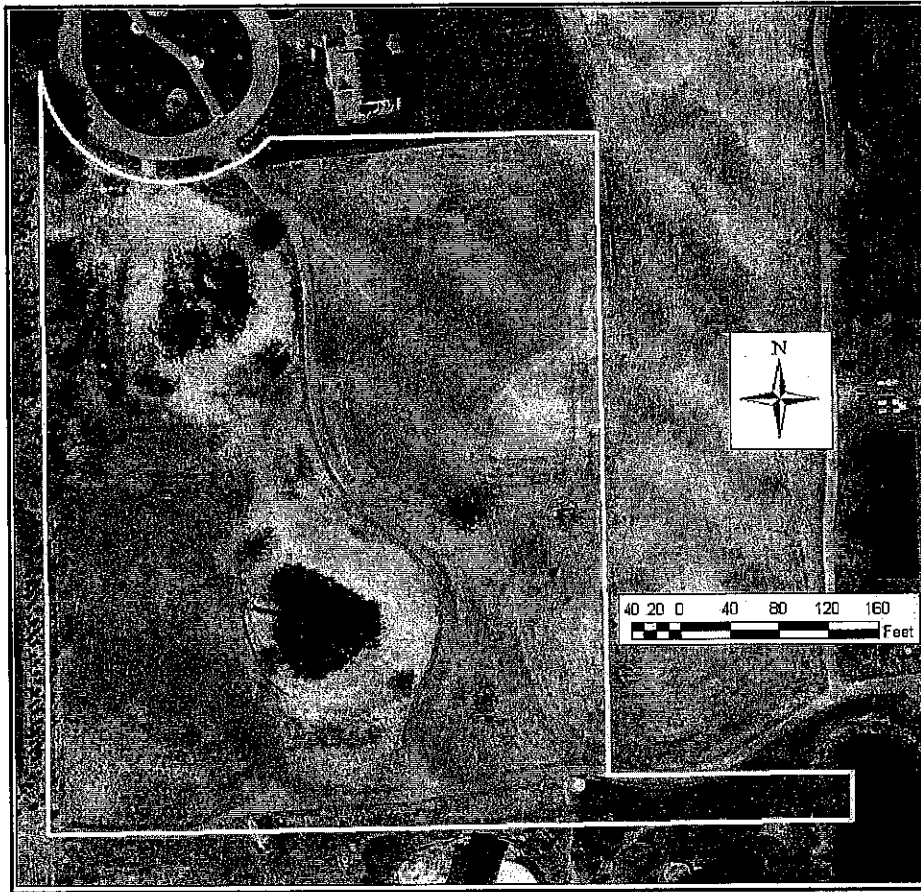
**Location:** 8735 Stillwater Boulevard North

**Size:** 8.6 acres

| Natural Features | Passive Uses                                       | Active Uses   | Other Facilities                                     |
|------------------|--|---|--|
|                  | picnicking<br>trails - walking,<br>jogging, biking | playground<br>tennis courts<br>basketball court<br>softball field<br>football/soccer field<br>sledding hill | off-street parking<br>grills<br>restrooms - portable |

## Tana Ridge Park

Tana Ridge Park is a neighborhood park located between two housing developments in northeastern Lake Elmo. It is home to a softball field, soccer fields, and a playground.



**Classification:** Neighborhood Park

**Location:** 4525 Lily Avenue

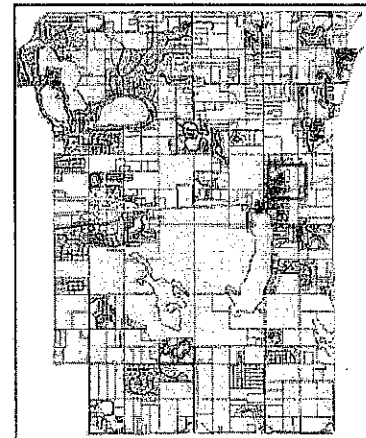
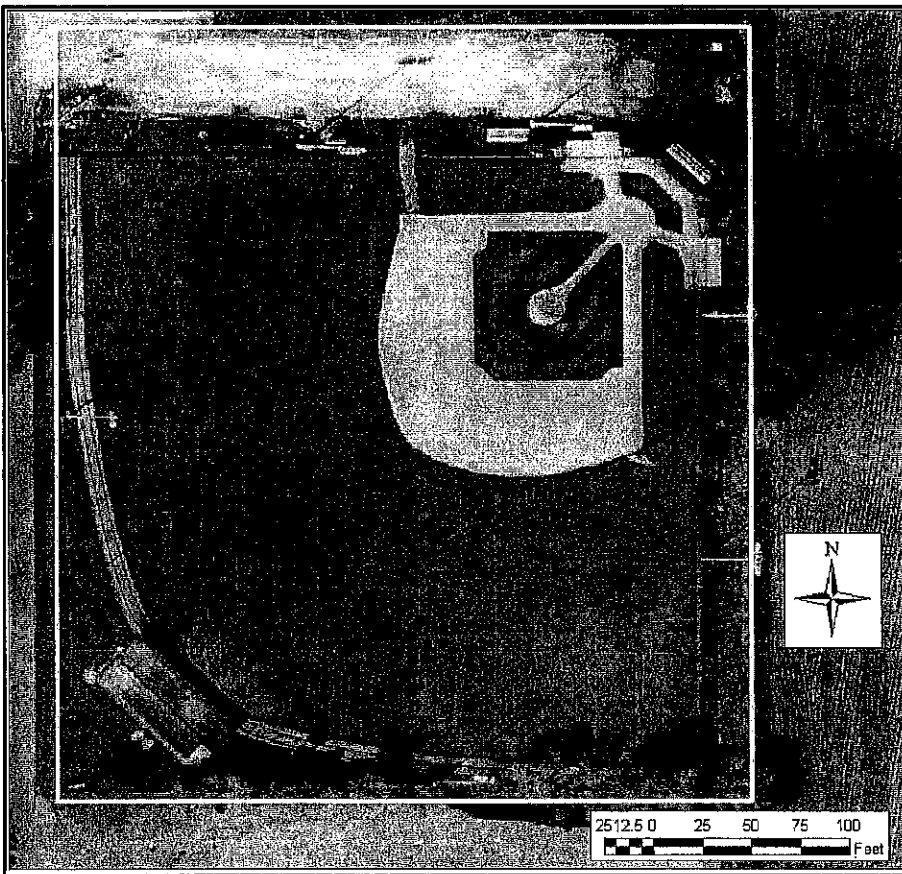
**Size:** 5 acres

| Natural Features | Passive Uses                            | Active Uses                                  | Other Facilities   |
|------------------|---|--|--------------------|
|                  | trails - hiking, biking<br>picnic table | playground<br>soccer field<br>softball field | off-street parking |



## VFW Park

VFW Park contains a lighted baseball field and is used extensively by little leagues.

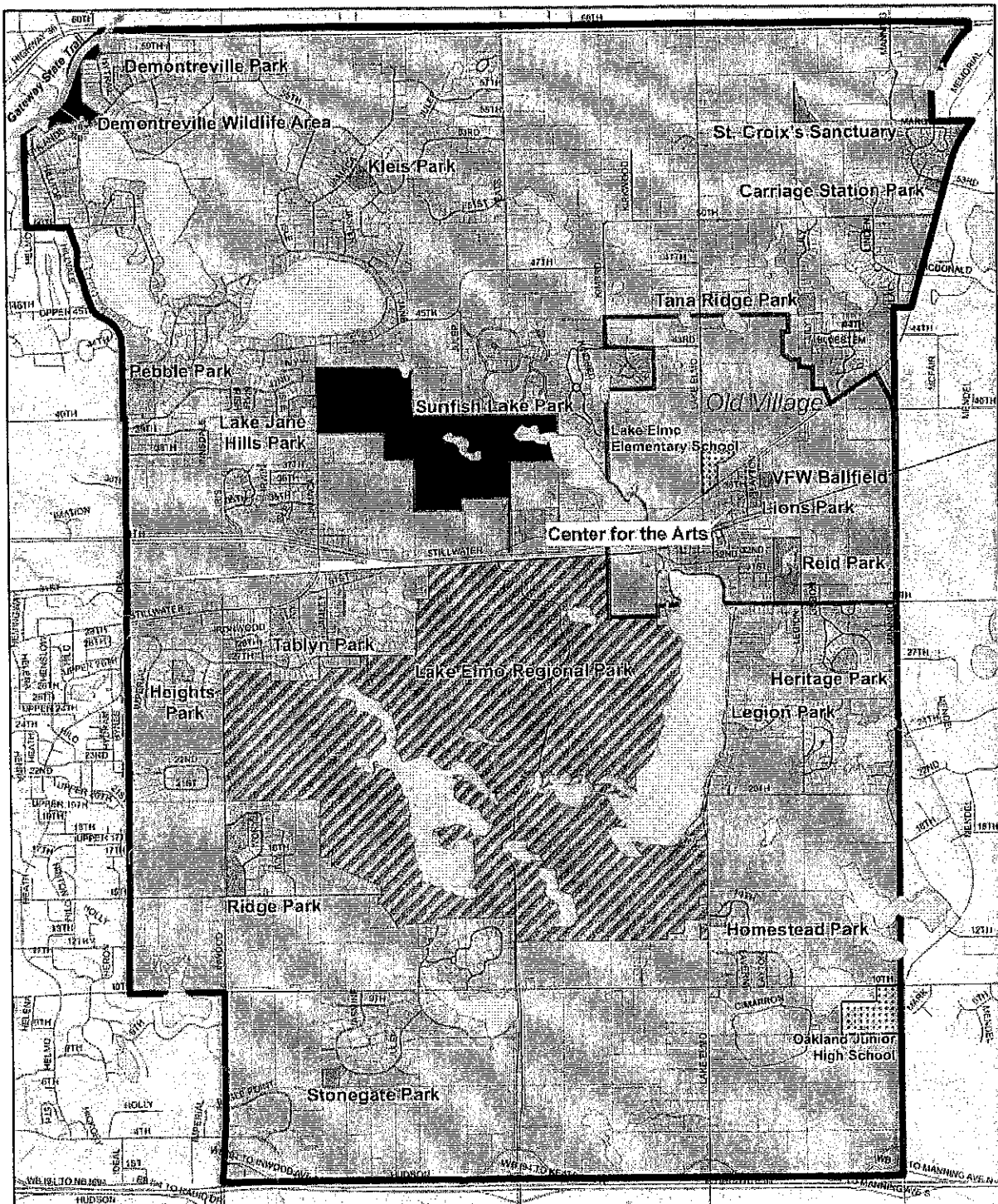


**Classification:** Special Use Park

**Location:** 3675 Layton Avenue

**Size:** 3 acres

| Natural Features | Passive | Active                 | Other Facilities  |
|------------------|---------|------------------------|---|
|                  |         | lighted baseball field | off-street parking<br>restrooms - seasonal<br>bleachers<br>batting cage |



## MAP 1. LAKE ELMO EXISTING PARK SYSTEM

March 2008

**TKDA**  
TOWN OF KENNESAW  
DEVELOPMENT AND LAND-USE PLANNING

- |                   |                 |
|-------------------|-----------------|
| Neighborhood Park | Mini Park       |
| Community Park    | Regional Park   |
| Special Use Park  | School          |
|                   | DNR Boat Launch |

0 0.5 1 2

Miles



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## ***Demographic Assessment: Park Users Between 2006 and 2030***

### **POPULATION**

#### **The Land Use Plan**

The *Lake Elmo Comprehensive Plan Chapter III, the Land Use Plan*, guides where and how future growth will occur in Lake Elmo. Preserving its rural character, maintaining the Village area as the focal point of the City, and preparing for forecasted growth are key points within the *Land Use Plan*. The *Land Use Plan* provides the basis for understanding future demand for parks and future opportunities for the park system.

#### **Population Forecasts**

For park planning purposes, the *Land Use Plan* can be described as featuring three areas within Lake Elmo having differing future development patterns: the Village area, the area south of 10th Street, and the remainder of Lake Elmo. The *Plan* envisions for the Village area a wide mix of land uses and housing types, organized in a compact pattern of streets and blocks. The area south of 10th Street is largely classified as Future Sewered Development, in preparation for future regional sewer service. In the near term, most of this area will remain rural. As regional sewer availability expands, the majority of the area south of 10th Street may be developed at more urban residential densities. Future residential development within the remainder of Lake Elmo will occur in a way consistent with rural land use patterns; (at a relatively lesser density as a strategy for preserving Lake Elmo's rural character).

The forecasted 2030 population of Lake Elmo is summarized in the land use staging plan within the *Comprehensive Plan's Land Use Plan*. The staging plan reports a total of 8,727 households and a total of 24,000 persons in Lake Elmo by 2030. The *Park Plan* uses these assumptions to plan for the 2030 park system and responds to the guidance provided in the *Land Use Plan* as to how the population will be distributed throughout three general areas of the City - the Village area, the area south of 10th Street, and the rural area north of 10th Street and outside of the Village area.

Table No. 1 summarizes the forecasted number of households and population envisioned in the *Land Use Plan*. The household distribution described in the *Land Use Plan* can generally be assigned to the three geographic areas: Village Area, south of 10th Street, and unsewered (north of 10th Street and outside of the Village Area).

**Table No. 1:**  
**2030 Household and Population Forecasts by Area**

|                      | 2010<br>Households | 2010<br>Population | 2020<br>Households | 2020<br>Population | 2030<br>Households | 2030<br>Population |
|----------------------|--------------------|--------------------|--------------------|--------------------|--------------------|--------------------|
| Old Village          | 515                | 1,416              | 600                | 1,740              | 1,100              | 3,025              |
| South of 10th Street | -                  | -                  | 2,400              | 6,960              | 4,100              | 11,275             |
| *Unsewered           | 3,104              | 8,536              | 3,324              | 9,640              | 3,527              | 9,700              |
| <b>TOTAL</b>         | <b>3,619</b>       | <b>9,952</b>       | <b>6,324</b>       | <b>18,403</b>      | <b>8,727</b>       | <b>24,000</b>      |

\*north of 10th Street and outside the Village Area

The household information in the table was based on the numbers provided in the *Land Use Chapter* of the *Comprehensive Plan*. The population forecasts were determined based on the average population per household based on the forecast year.

### 2005 and 2006 Population Estimates

The Metropolitan Council estimates that Lake Elmo's population in 2005 was 7,966 persons. The forecasts show an average growth of 450 persons per year between 2005 and 2010. Therefore, the *Park Plan* assumes that the population of Lake Elmo in 2006 (the base year for the *Park Plan*) to be 8,416 persons.

## AGE

### Recreation and Age Association

A parks system provides for recreation and enjoyment of open space - activities that appeal to all age groups. Still, certain park activities are associated with certain age groups. Active recreation facilities, such as soccer fields and playgrounds, are usually favored by younger people. Passive recreation, such as picnicking, walking, or fishing, is generally associated with older people.

The Minnesota Department of Natural Resources' *2004 Minnesota Outdoor Recreation Participation Survey* examined the association of recreation activities by adult age groups. The survey found a strong and moderate association between younger adults and active recreation, including such activities as ice skating/hockey outdoors, sledding, inline skating, downhill skiing/snowboarding, and outdoor court sports (volleyball, basketball, tennis, horseshoes). Older aged adults are found to have strong and moderate association with activities such as nature observation and photography, visiting nature centers, visiting historic or cultural sites, and walking/hiking. The survey associated people in their middle ages with snowshoeing, cross country skiing, and horseback riding. Many activities, especially water-related activities such as swimming, wading, and boating, appear to be universally enjoyed by adults of all ages in Minnesota. Of particular note to Lake Elmo is the survey finding that

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adults age 35 to 44 have the highest per capita hours spent on outdoor recreation than any other adult age group.

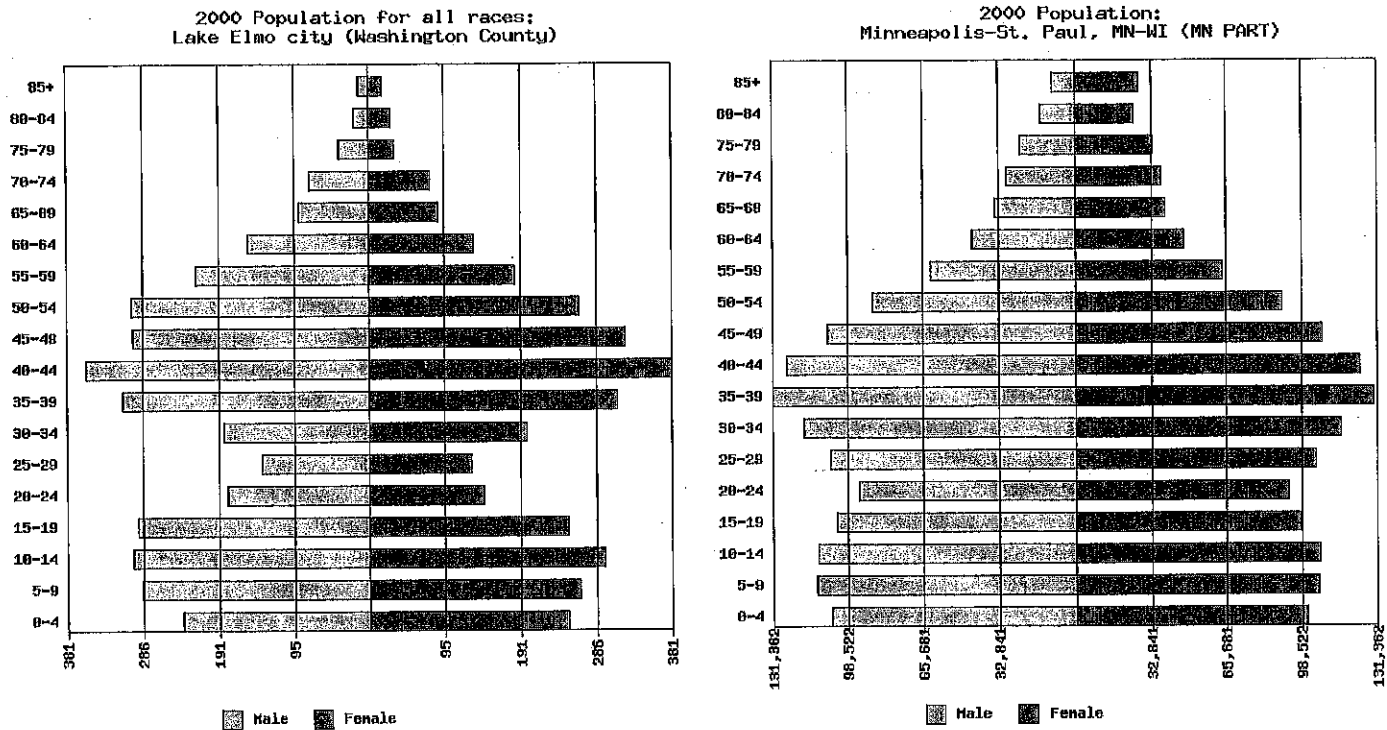
### **Lake Elmo Age Distribution**

The United States 2000 Census provides a baseline for understanding Lake Elmo's age distribution. Lake Elmo's age distribution in comparison to the age distribution within the Twin Cities overall provides a point of consideration for how Lake Elmo's park system will serve the community over the next 25 years.

Lake Elmo has proportionally more school-age youth (ages 5 to 19) than the Twin Cities in general and has about the same proportion of children younger than 5 years old as the Twin Cities. Using the Twin Cities as a basis for comparison, Lake Elmo has an above average number of children and youth. Youth are associated with high levels of park usage, especially active recreation opportunities. Corresponding to this school-age population is a greater-than-average number of adults in the age groups 35 to 44 and 45 to 54. The Department of Natural Resources survey discovery that 35 to 44 year olds spent more hours on outdoor recreation than any other adult age group highlights the potential for a stronger demand for outdoor recreation in Lake Elmo than in other Twin Cities communities.

Lake Elmo has fewer young adults and seniors compared to the Twin Cities overall. The 2000 Lake Elmo population age groups of 20- to 24-year-olds (4.7% of total population) and 25- to 34-year-olds (9.4%) are less prevalent than in the Twin Cities as a whole, where these age groups respectively made up 6.5% and 15.5% of the population. Lake Elmo's population age 75 and up is noticeably less than this age group's presence in the Twin Cities. These trends are visible in the 2000 population pyramids for Lake Elmo and for the Twin Cities.

**Figure No. 1:  
Lake Elmo and Twin Cities Population Pyramids**



Source: Minnesota Demographic Center

**Table No. 2:  
Lake Elmo and Twin Cities Age Groups  
as a Percent of Total Population, Year 2000**

| Age Group         | Percent Lake Elmo Population | Percent Twin Cities<br>(Minneapolis -St. Paul, MN-WI MSA) |
|-------------------|------------------------------|---|
| Under 5 years     | 7.1                          | 7.2   |
| 5 to 9 years      | 8.0                          | 7.6   |
| 10 to 14 years    | 8.7                          | 7.6   |
| 15 to 19 years    | 7.9                          | 7.0   |
| 20 to 24 years    | 4.7                          | 6.5   |
| 25 to 34 years    | 9.4                          | 15.5  |
| 35 to 44 years    | 19.8                         | 17.8  |
| 45 to 54 years    | 17.3                         | 13.7  |
| 55 to 59 years    | 5.9                          | 4.4   |
| 60 to 64 years    | 4.2                          | 3.2   |
| 65 to 74 years    | 4.8                          | 4.9   |
| 75 to 84 years    | 1.8                          | 3.4   |
| 85 years and over | .4                           | 1.3   |

Source: United States Census Bureau, Census 2000



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As Lake Elmo's population increases, the population will tend to grow proportionate to its age composition today. The cost of land and the appeal of Lake Elmo will continue to attract households that are financially well-established, more so than first-time home buyers. These households will likely be headed by adults in their prime earning years, usually in their 30s and older but before retirement age. However, changes in land use patterns as described in the *Land Use Plan* will bring a greater variety of housing types to Lake Elmo which may be attractive to empty nesters and young adults. In the near-term, the parks system will continue to serve largely adults in their mid-30s through 50s and their children. In the longer-term, the park system may increasingly serve adults in their 20s to early 30s as well as empty nesters and seniors.

### **DEMOGRAPHIC ASSESSMENT SUMMARY**

The Lake Elmo *Land Use Plan* provides a framework for identifying future park needs. The forecasted population growth and the *Land Use Plan's* guidance for development are the basis for planning an expansion of the park system. Overall, Lake Elmo's population is forecasted to be approximately 24,000 people by 2030, with greater population densities in the Village Area and in the area south of 10th Street than in the rest of Lake Elmo. Planning for parks that serve residents within local neighborhoods requires consideration of these different development patterns.

Lake Elmo's parks system will continue to predominantly serve adults in their mid 30s through 50s and their children. Research shows that of all adult age groups in Minnesota, adults age 35 to 44 spend the most time at outdoor recreation activities. This age group made up nearly 20% of Lake Elmo's population in 2000, so planning for the recreational needs of these adults is an important consideration. As change occurs in development patterns in the Village Area and south of 10th Street, the parks system may increasingly serve adults in their 20s to early 30s as well as empty nesters and seniors as a greater variety of housing types become available.

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## ***Natural Resources***

### ***POLICIES FOR NATURAL RESOURCE PRESERVATION***

#### **1. City of Lake Elmo Policies**

The Lake Elmo Parks Commission established the principal that preservation of the natural environment is a very high priority within the parks system:

*Lake Elmo Park Plan Principal a.) The parks system shall showcase, preserve, and respect our city's natural resources, and the location of our natural resources shall guide the placement and uses of our parks.*

The interrelationship of parks and long-term responsible environmental stewardship is also recognized by the *Lake Elmo Comprehensive Plan*, which gives guidance for environmental protection within its city-wide planning policy (Chapter 1):

*Lake Elmo 2030 Comprehensive Plan Environmental Protection Policy: The City will evaluate available options to increase the long-term viability of its park system in an environmentally sensitive manner.*

#### **2. State of Minnesota Policies**

The State of Minnesota's outdoor recreation policy guidance document also emphasizes natural resource conservation through park planning. Minnesota's 2003 - 2008 *State Comprehensive Outdoor Recreation Plan (SCORP)* establishes priorities for state decision-makers, guides investment of federal funds, and serves as a tool for local decision-makers.

*State of Minnesota SCORP guiding principle: encouraging a better, highly integrated outdoor system that balances recreation and protection of natural and cultural resources.*

The second guiding principle is to strengthen the awareness of the connection between outdoor recreation and good health. These guiding principles are the foundation for seven priorities within the SCORP. Many of the priorities resonate with Lake Elmo's commitment to natural resource conservation. The state uses the priorities listed in the SCORP to evaluate funding requests and to guide investment of federal funds.

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The SCORP's priorities that are especially relevant to Lake Elmo's park system are:

*Protect and restore the natural resource base on which outdoor recreation depends - Minnesota's lakes, rivers, streams, wetlands, grasslands and forests.*

*In areas of rapid population growth, reserve prime recreation lands, such as shoreland and significant natural areas, ahead of development and provide recreation facilities such as parks, trails, and water accesses.*

*Expand nature-based outdoor recreation experiences for youth living in urban areas through "near-by" access to the natural world that allows for frequent and unstructured play and exploration.*

The Minnesota Department of Natural Resources' Metro Conservation Corridors program, created in 1998, seeks to protect endangered natural resources in the Twin Cities Metropolitan Area. It has identified a network of land across the Twin Cities, part of which is located within Lake Elmo. In an effort to promote conservation in the areas designated as the conservation corridor, the program works with organizations, local governments, agencies and land owners to build a natural habitat network that protects and improves the health of native vegetation, fish and wildlife. Sunfish Lake Park and Lake Elmo Regional Park are part of the network identified by the program, as is the corridor of land that connects them. Identifying how Lake Elmo's park system principles coincide with state plans may uncover opportunities for partnership and suggest areas in which the city can collaborate with the state to enhance its parks system.

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## **LAKE ELMO'S NATURAL RESOURCES**

The location of Lake Elmo's natural resources and the character of the land were key factors in identifying search areas for future park land. The Parks Commission used maps depicting natural resources to identify features that could be included in future park sites. Bodies of water and wetlands were identified as areas of high importance and included forested shoreland on Lake Elmo, shoreland on Goose Lake, shoreland on Clear Lake, shoreland on Kramer Lake, and steep shoreland north of 50th Street. A forested area off of the northern portion of Lake Elmo Avenue was also highlighted. This information informed recommended locations for future parks.

In many cases, the *Park Plan* utilizes a body of water as the focal point of a search area while in another case, a relatively flat parcel of land was identified as a search area for athletic fields. Maps 2 through 6 depict Lake Elmo's wetlands, topography, land cover, and significant natural resources as identified by the Department of Natural Resources. This information was considered alongside Lake Elmo's *Comprehensive Plan* land use and zoning maps.

### **Wetlands**

Wetlands provide a rich habitat for wildlife, including birds, mammals, fish, and amphibians, and contribute as well to maintaining the quality of our city's water. Wetlands within parks can be a focal point for nature appreciation. Map 2 shows data from the National Wetlands Inventory.

### **Topography**

Contour lines at ten-foot intervals describe slopes and flat lands, views and drainage ways. Naturally flat areas are conducive to formal or informal playfields and gardens. Highpoints within parks are opportunities for benches or picnic tables overlooking views below. Slopes may provide for sledding or for natural amphitheaters. Undulating terrain or drainage ways create interest for trails. Playgrounds nestled into a lower area create a sense of safety and separation from nearby streets or homes. See Map 3.

### **Land Cover**

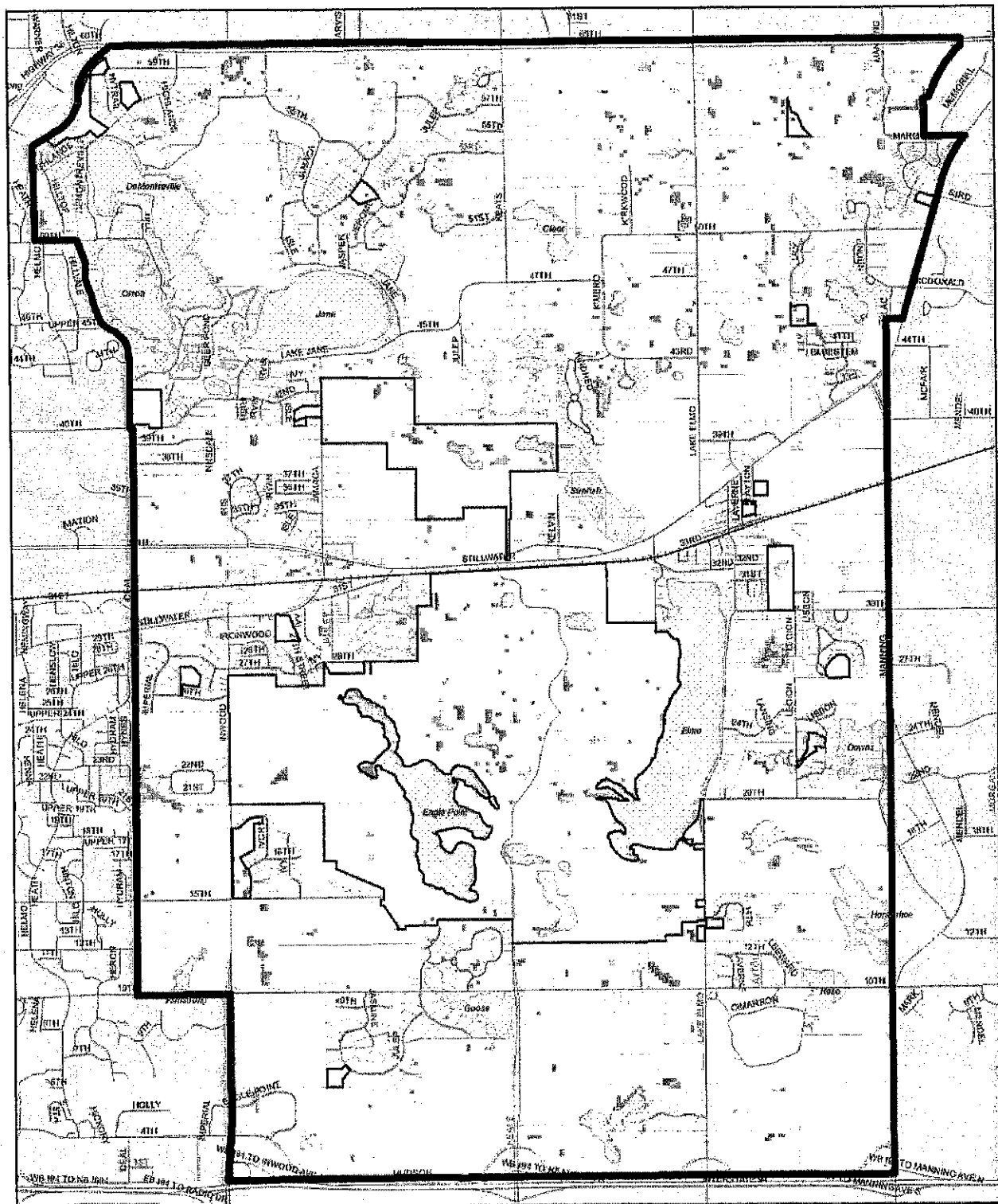
Land cover refers to vegetation, water, rock, and human-made surfaces on the land (Map 4). Examples of common land cover in Lake Elmo are agricultural crops, short grass (lawns), forests, woods, and water. Impervious surfaces are also land covers and include pavement, rock, buildings, or gravel which prevent water from infiltrating into the soil below. Woods, forests, waters, and tall grasslands are groundcovers that provide native plants and a richer biodiversity. The condition and features of these natural resources will be assessed as new parks are located within the park search

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areas. The land cover data used for the park planning process was created from interpretation of aerial photography and is available from the Metropolitan Council. The Minnesota Department of Natural Resources is developing the *Minnesota Land Cover Classification System (MLCCS)* which uses on-the-ground field work to describe land cover. This field work has not yet been conducted in Lake Elmo. When the data does become available, it will be a tool available to the Parks Commission in further identifying noteworthy natural resources.

#### **Department of Natural Resources Regionally Significant Ecological Areas/Metro Conservation Corridors**

Regionally Significant Ecological Areas (RSEA) are identified by the Minnesota Department of Natural Resources (Maps 5 and 6). Sunfish Lake Park, Olson Lake, and the Lake Elmo Regional Park Reserve contain RSEAs. RSEAs are places where intact native plant communities and/or native animal habitat are found. They provide habitat for game and non-game animals, biological diversity, groundwater recharge, and improved water quality. Lake Elmo's RSEAs are identified as part of the network that makes up the Metro Conservation Corridors. The area identified as a Conservation Corridor within Lake Elmo is part of a larger system of habitat. The DNR's recognition of Lake Elmo's natural resources indicates that these lands are of environmental importance. Within Lake Elmo's park system, these areas present opportunities for stewardship that preserves and improves the natural environment.



## MAP 2. WETLANDS

SOURCE: METROPOLITAN COUNCIL DIGITAL ATLAS

1  
Mile



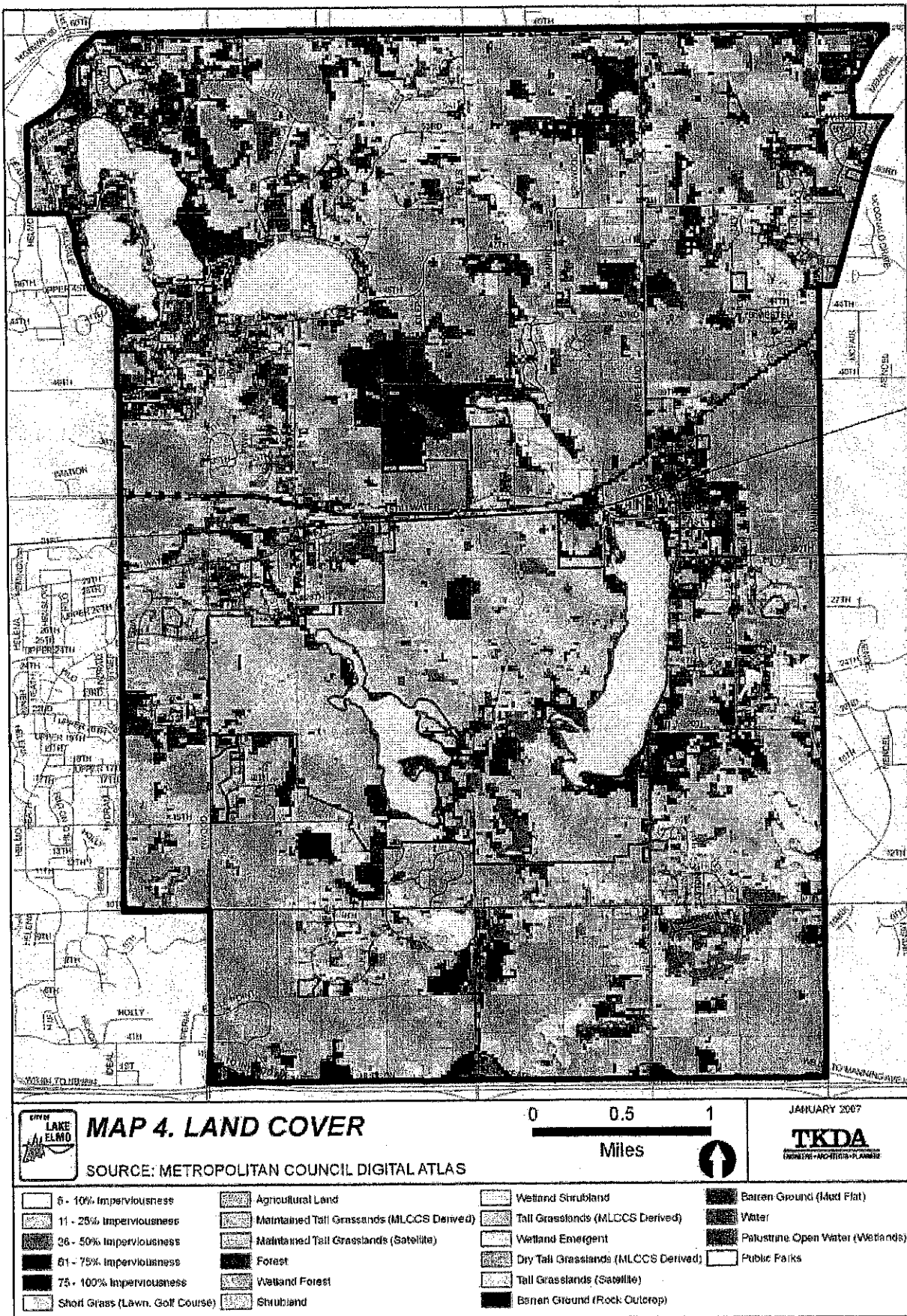
March 2008

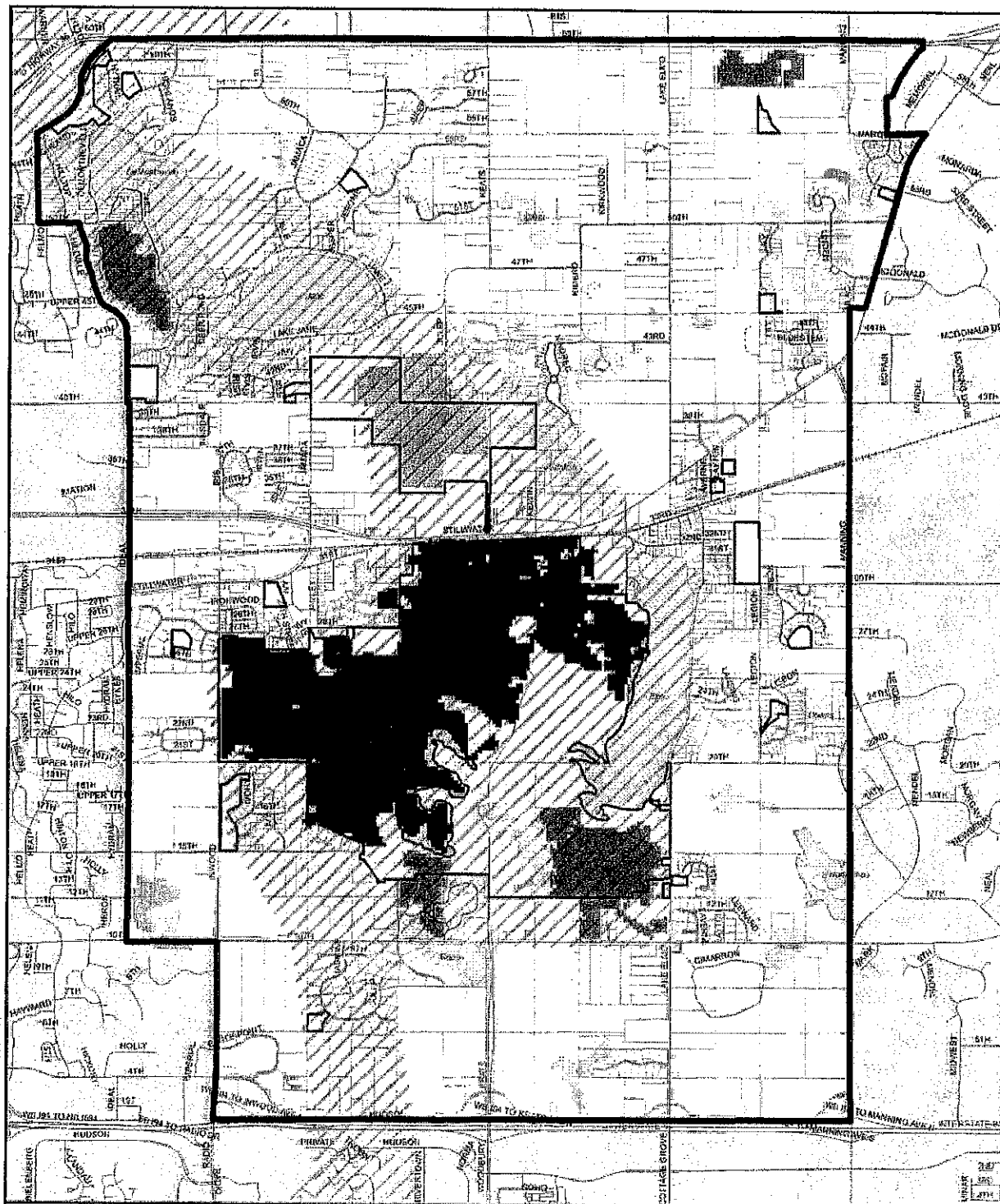
**TKDA**  
Tarrant-Koehn Development Associates

|                           |                                    |               |
|---------------------------|------------------------------------|---------------|
| Bogs                      | Inland shallow fresh marshes       | Shrub swamps  |
| Inland deep fresh marshes | Municipal/industrial ponds         | Wooded Swamps |
| Inland fresh meadows      | Riverine (flowing water) wetlands  | Public Parks  |
| Inland open fresh water   | Seasonally flooded basins or flats |               |












## MAP 5. NATURAL RESOURCE DNR PRIORITIES



SOURCE: MINNESOTA DEPARTMENT OF NATURAL RESOURCES

March 2008

**TKDA**  
TOWN & COUNTRY DEVELOPMENT ASSOCIATES, INC.

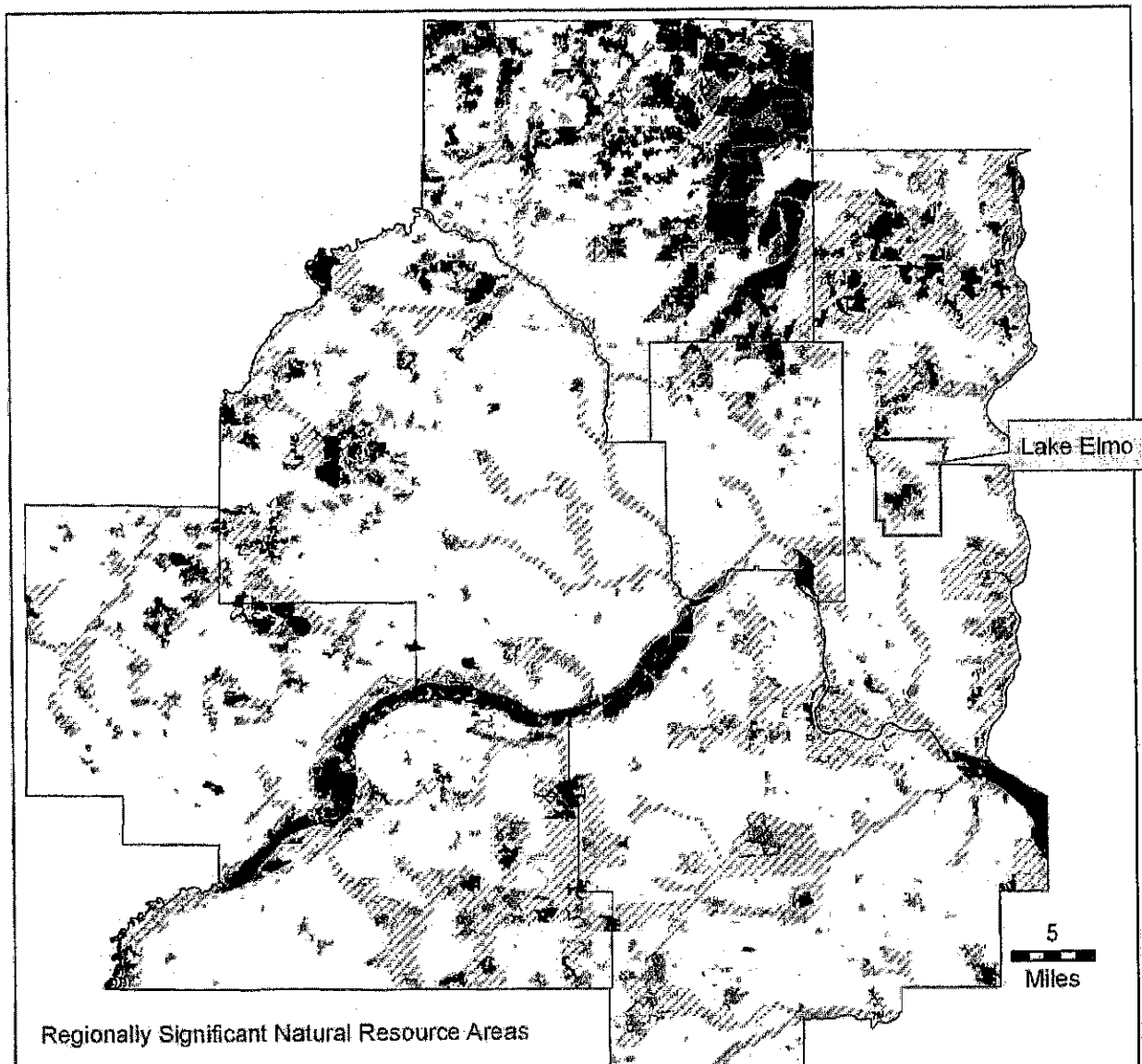
### DNR Regionally Significant Ecological Areas

-  Moderate
-  High
-  Outstanding

-  Metro Conservation Corridors
-  Public Parks

1  
Mile





#### Regionally Significant Natural Resource Areas

This is an analysis of regionally significant Terrestrial and Wetland Ecological Areas in the seven county metropolitan area. A model was used to identify the areas and generate scores. The scores are determined by examining important ecological attributes including size, shape, cover type diversity, and adjacent land use. The results represent a probability that the modeled conditions exist in any given area.

#### Metro Conservation Corridors

The purpose of the DNR's Metro Conservation Corridors project is to build a successful habitat network, protecting and improving the health of native vegetation, fish and wildlife species. The project works with organizations, local government, agencies and land owners. The areas identified on the map are the priority corridors.



#### MAP 6.

### TWIN CITIES NATURAL RESOURCE DNR PRIORITIES




SOURCE: MINNESOTA DEPARTMENT OF NATURAL RESOURCES



JANUARY 2007

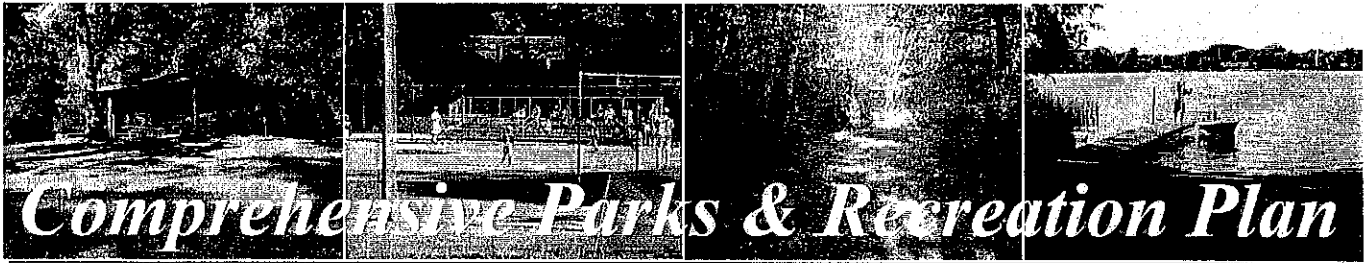
**TKDA**  
ENGINEERING - ARCHITECTURE - PLANNING

#### DNR Reg. Significant Ecological Areas Metro Conservation Corridors

-  Moderate
-  High
-  Outstanding

-  Metro Conservation Corridors

See [www.dnr.state.mn.us](http://www.dnr.state.mn.us) for more information.



|   |             |
|---|-------------|
| <b>PART THREE: PARK SYSTEM PLAN.....</b>                    | <b>3-1</b>  |
| <i>Parks Classification System and Park Standards .....</i> | <i>3-1</i>  |
| <i>Recommendations for Additional Parks.....</i>            | <i>3-14</i> |

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## PART THREE: PARK SYSTEM PLAN

### *Parks Classification System and Park Standards*

#### **INTRODUCTION**

A classification system identifying the types of parks that make up the system is a valuable planning tool. Such a system provides the common language needed to describe and differentiate park lands and the variety of purposes that parks serve. The standards within the parks classification system are not a substitute for park master planning when new park land is obtained or when major capital improvements are proposed within a park. Rather, the park classification system and associated standards are general park development parameters and a starting place for master planning.

The Lake Elmo parks classification system established in the *2020 Comprehensive Plan* was refined based on the classification system established by the National Recreation and Park Association (NRPA).

The Lake Elmo parks classification system updated through 2030 consists of the following park types:

- \* Neighborhood Park
- \* Community Park
- \* Mini Park
- \* Special Use Park
- \* Community Sports Complex
- \* Natural Resource Areas
- \* Greenways



---

## **OVERVIEW OF STANDARDS**

Each type of park within the parks classification system consists of a set of standards generated from the Park System Principles and incorporate analysis of existing Lake Elmo parks and current park planning practices. Standards focus on the purpose of the park, service area and location, size, level of service, key facilities, and a facilities menu that offers a range of recreation facility options. Natural Resource Areas and Regional Park types have additional policies to address considerations unique to these park types.

### **Purpose**

Each park type within the system has a unique purpose. The purpose defines the needs that the park type meets and its defining characteristics.

### **Service Area and Location**

"Service area" is a measurement of the area within Lake Elmo that is expected to receive the primary benefits of a park.

### **Size**

A minimum area, in acres, is a standard to allow adequate room for the facilities and open spaces that make up a park. Size standards are based upon an evaluation of Lake Elmo's existing parks and on NRPA guidance.

### **Level-of-Service**

"Levels-of-service" standards are ratios that describe adequate park facilities for a community. For park types, the ratio is expressed as the number of park acres per 1,000 persons. Park planning practices regarding level-of-service have shifted recently. Since the 1930s, the NRPA had published national level-of-service standards, most recently in 1983. In 1996, the NRPA changed this practice and published guidance for local communities to develop level-of-service standards that reflect local interests, needs, and realities.

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Level-of-service provides a point of comparison in understanding how parks meet the needs of a population. The new guidelines from NRPA specify that not all park types will have a level-of-service policy. For example, park land that is used to protect natural resources must accommodate the unique natural resource base, not the human population served by the natural resource. This park plan provides a level-of-service standard for neighborhood parks, community parks, and community sports complex athletic fields.

The Lake Elmo level-of-service standard recommended in this plan for **neighborhood park land** is 11 acres per 1,000 people. The 2006 existing neighborhood park level-of-service is 17 acres per 1,000 persons. However, a few of Lake Elmo's neighborhood parks are larger than the rest (Reid Park, Ridge Park, and Pebble Park). These parks have land area that is part of Lake Elmo's natural resource base in addition to areas used for active recreation. The natural resources are an important element of the park system, but their land area need not be counted in determining a level-of-service standard, which represents a minimum land area needed. The area in natural resources would be in addition to the minimum standard. The *Park Plan* uses the median size of all neighborhood parks - 6 acres - to estimate a 2006 Level of Service of 11 acres per 1,000.

The Lake Elmo level-of-service standard recommended for **community park land** is 15 acres per 1,000 persons. This standard is based on discussion of the need for a community gathering place in the heart of Lake Elmo. The *Park Plan* assumes that one community park within the Village Area will meet this need. The standard of 15 acres per 1,000 persons produces a need for 360 acres using 2030 population forecasts. Given that Lake Elmo today has 305 acres of community park land in Sunfish Lake Park and Demontreville Wildlife Area, an additional 55 acres would allow for planning a significant community park in the heart of Lake Elmo.

Level-of-service is a helpful policy tool in defining the park demand generated by growth and development. For example, with a neighborhood park level-of-service standard of 11 acres per 1,000 persons, the city may demonstrate that a new subdivision with an expected population of 200 will generate demand for 2.2 acres of neighborhood park land. Level-of-service measures may be factored into park dedication requirements.

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## Key Facilities and Facilities Menu

Key Facilities are park facilities that are included in each park. The facilities menu represents a range of options of suitable facilities from which to choose during park master planning. The facility standards are based on input gathered through a *Recreation Preference Menu* filled out by Lake Elmo officials and residents, and through guidance provided by NRPA. The *Recreation Preference Menu* explored perceptions about Lake Elmo's park system and recreation needs. It was not a survey, but a way to summarize the Parks Commission and other participating residents' sense of community interests and needs. There has been no recent measured determination of the actual level of park use by residents or non-residents and no inventory of the use of recreational facilities outside the city by residents. A summary of preference menu responses is located in the Appendix.

**It is important to note that a park is not intended to have all of the facilities listed in the facilities menu. Rather, the facilities menu is a starting point for the park master plan. The facilities chosen for each park will depend on the park's unique characteristics and natural features.**

Different types of facilities are appropriate for passive or active parkland. Some parks, especially many neighborhood parks, will provide both active and passive spaces. Passive parkland typically has minimal improvements and little construction of facilities and the landscape is in a more natural state. Examples of passive facilities include trails, picnic grounds, benches, fishing piers, and natural waterfront. Active parklands are spaces that are more heavily programmed, such as athletic fields, playgrounds, and courts. A mixture of passive and active recreation facilities within the system are important to serve all age groups, interests, and abilities.



*Play structure at Lake Elmo Elementary School*

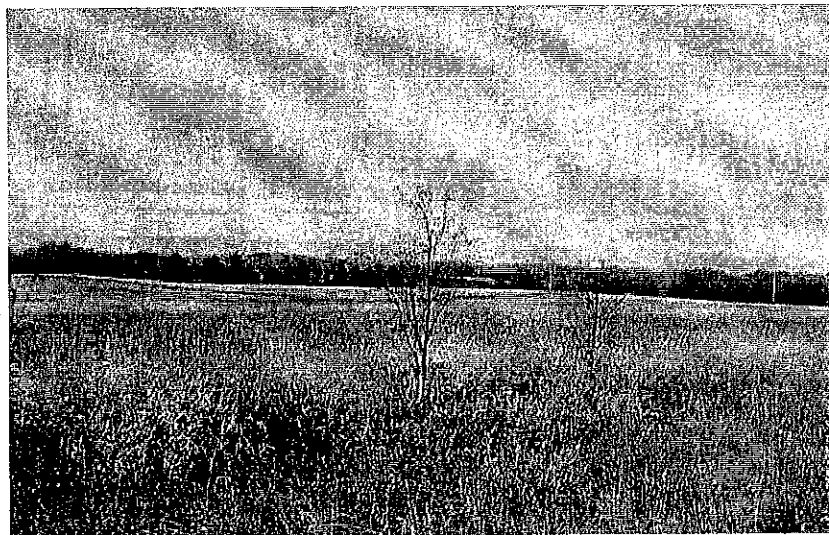
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## Neighborhood Park

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|                                  |   |
|----------------------------------|---|
| <b>Purpose</b>                   | <ul style="list-style-type: none"><li>○ Recreational and social focus of a neighborhood and the basic unit of the park system.</li><li>○ Facilities will serve younger children, youth, and adults.</li><li>○ Within walking distance, where practical.</li></ul>   |
| <b>Service Area and Location</b> | <ul style="list-style-type: none"><li>○ Preferred service area is a quarter-mile to half-mile distance.</li><li>○ A service area of a quarter-mile is preferred for neighborhoods with more urban residential densities.</li></ul>  |
| <b>Size</b>                      | <ul style="list-style-type: none"><li>○ Minimum size is 3 acres.</li><li>○ Preferred size is 5 to 10 acres.</li><li>○ Parks may be larger if combined with natural resource areas.</li><li>○ Guidelines for area needed for each athletic facility type are:<ul style="list-style-type: none"><li>• 3 to 4 acres per multi-purpose playing field</li><li>• 10,000 square feet per multi-use court</li></ul></li></ul> |
| <b>Level-of-Service</b>          | <ul style="list-style-type: none"><li>○ 11 acres per 1,000 persons.</li></ul>   |
| <b>Key Facilities</b>            | <ul style="list-style-type: none"><li>○ Portable toilet, park identification sign(s)</li><li>○ Passive parkland: picnic/sitting areas</li><li>○ Active parkland: playground, multi-purpose playing field (unlit), multi-purpose court (unlit)</li></ul>   |
| <b>Facilities Menu</b>           | <ul style="list-style-type: none"><li>○ Passive parkland: gardens, natural resource areas, water features, paths, trail connections.</li><li>○ Active parkland: ice skating rink, sledding hill.</li></ul>  |

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*Ridge Park*

## Lake Elmo Neighborhood Parks (2006)

| Neighborhood Parks            | Acres        | Active/Passive Parklands |
|-------------------------------|--------------|--------------------------|
| Carriage Station              | 3.0          | Active and Passive       |
| Demontreville                 | 6.3          | Active and Passive       |
| Heights                       | 5.0          | (undeveloped)            |
| Heritage                      | 8.0          | Passive                  |
| Homestead                     | 3.0          | (undeveloped)            |
| Kleis                         | 8.0          | Active and Passive       |
| Lake Jane                     | 7.0          | (undeveloped)            |
| Legion Ave N (unnamed)        | 6.1          | (undeveloped)            |
| Lions (excluding Arts Center) | 3.2          | Active and Passive       |
| Pebble                        | 17.0         | Active and Passive       |
| Reid                          | 30.0         | Active and Passive       |
| Ridge                         | 24.0         | Active and Passive       |
| St. Croix's Sanctuary         | 6.4          | Active and Passive       |
| Stonegate                     | 5.0          | Active and Passive       |
| Tablyn                        | 8.6          | Active and Passive       |
| Tana Ridge                    | 5.0          | Active and Passive       |
| <b>Total</b>                  | <b>145.6</b> |                          |



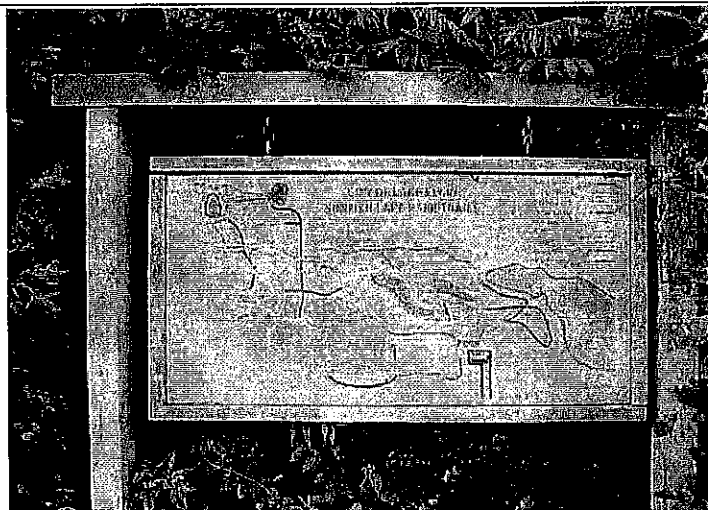
*Stonegate Park*

## Community Park

|                                  |   |
|----------------------------------|---|
| <b>Purpose</b>                   | <ul style="list-style-type: none"> <li>○ Serves recreational and open-space needs for residents living throughout the city.</li> <li>○ Preserves unique landscapes and open spaces.</li> <li>○ Provides community gathering places and locations for group activities that would be too large for an neighborhood park.</li> </ul>  |
| <b>Service Area and Location</b> | <ul style="list-style-type: none"> <li>○ Service Area is city-wide.</li> <li>○ An additional community park will be located within the Village Area.</li> </ul>   |
| <b>Size</b>                      | <ul style="list-style-type: none"> <li>○ Minimum size is 20 acres.</li> </ul>   |
| <b>Level-of-Service</b>          | <ul style="list-style-type: none"> <li>○ 15 acres per 1,000 persons.</li> </ul>   |
| <b>Key Facilities</b>            | <ul style="list-style-type: none"> <li>○ Park identification sign, portable or permanent bathroom, off-street parking spaces</li> </ul>   |
| <b>Facilities Menu</b>           | <ul style="list-style-type: none"> <li>○ Passive parkland: natural resource areas, picnic and sitting areas, gardens, water features, shore fishing, boat launch, swimming beach, natural and cultural interpretation, paths, trail connections, park shelter</li> <li>○ Active parkland: ice skating rink, skate park, disc golf course, sledding hill, shared parking arrangements</li> </ul> |

### Lake Elmo Community Parks (2006)

| Community Parks             | Acres      | Active/Passive Parklands |
|-----------------------------|------------|--------------------------|
| Sunfish Lake                | 284        | Passive                  |
| Demontreville Wildlife Area | 24         | Passive                  |
| <b>Total</b>                | <b>308</b> |                          |



*Sunfish Lake Park*



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## Mini Park

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|                                  |   |
|----------------------------------|---|
| <b>Purpose</b>                   | <ul style="list-style-type: none"><li>○ Serves a concentrated population or preserves a unique point of interest.</li><li>○ Mini parks may be developed to augment the parks system for a concentrated population, such as a senior housing development, a shopping area, or an office complex.</li><li>○ Mini parks are used to preserve a unique natural, historic, cultural or recreational point of interest that cannot otherwise be preserved within another park type.</li></ul> |
| <b>Service Area and Location</b> | <ul style="list-style-type: none"><li>○ For mini parks serving a concentrated population, service area is a quarter-mile distance or less.</li><li>○ For mini parks preserving a unique point of interest, service area is city-wide.</li></ul>   |
| <b>Size</b>                      | <ul style="list-style-type: none"><li>○ Less than three acres.</li></ul>  |
| <b>Facilities Menu</b>           | <ul style="list-style-type: none"><li>○ Mini parks are customized for the use of the concentrated population or for the preservation of the unique feature. Mini parks typically do not require off-street parking area dedicated only for park users. Facilities may include sitting areas, scenic overlooks, signage for park interpretation, or a small playground.</li></ul>  |

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### Special Use Park

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|                                  |   |
|----------------------------------|---|
| <b>Purpose</b>                   | <ul style="list-style-type: none"><li>○ Single-purpose use, for recreation facilities that are not integrated into community parks or neighborhood parks.</li><li>○ User fees may be established in some cases for special use parks.</li></ul>   |
| <b>Service Area and Location</b> | <ul style="list-style-type: none"><li>○ Service Area is city-wide.</li><li>○ Special use parks are serviced by arterial or collector streets.</li></ul>   |
| <b>Size</b>                      | <ul style="list-style-type: none"><li>○ Dependant on the use; no minimum or maximum.</li></ul>  |
| <b>Key Facilities</b>            | <ul style="list-style-type: none"><li>○ Sitting areas, off-street parking, portable or permanent bathroom.</li></ul>  |
| <b>Facilities Menu</b>           | <ul style="list-style-type: none"><li>○ Specialized facilities dependant on the use.</li><li>○ Examples of uses that may be suitable for a special use park: arts center, lit ball field, water park, off-leash dog park, ornamental garden, skate park, community-wide playground/creative play area, golf course.</li></ul> |

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#### Lake Elmo Special Use Parks (2006)

| <b>Special Use Parks</b>                | <b>Acres</b> |
|---|--------------|
| VFW                                     | 3.0          |
| Arts Center (located within Lions Park) | 0.2          |
| <b>Total</b>                            | <b>3.2</b>   |

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## Community Sports Complex

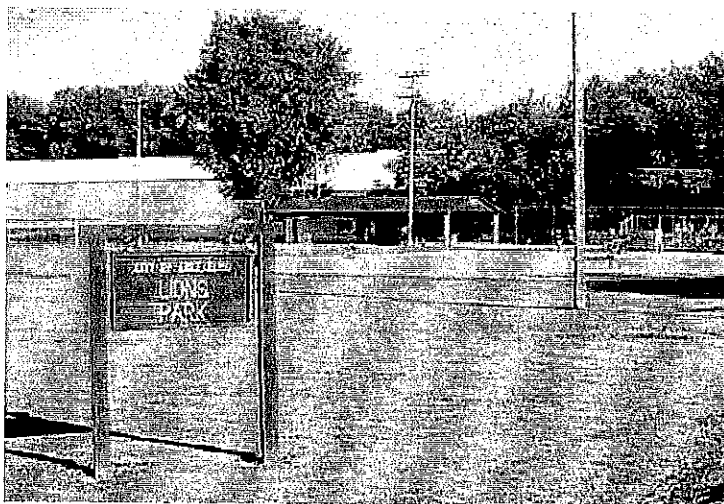
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|                                  |   |
|----------------------------------|---|
| <b>Purpose</b>                   | <ul style="list-style-type: none"><li>○ Consolidated athletic fields for programmed use.</li><li>○ A sports complex will be built with involvement from user groups, associations, or organizations to ensure that it is developed based on user demand and meets the specific needs of users.</li><li>○ User fees may be established.</li></ul>  |
| <b>Service Area and Location</b> | <ul style="list-style-type: none"><li>○ Service area is city-wide.</li><li>○ A sports complex is serviced by arterial or collector streets.</li></ul>   |
| <b>Size</b>                      | <ul style="list-style-type: none"><li>○ 20 acres minimum contiguous park land.</li><li>○ Guidelines for area needed for each athletic facility type are:<ul style="list-style-type: none"><li>• 3 to 4 acres per baseball/softball diamond</li><li>• 2 to 3 acres per soccer/football field</li><li>• 7,200 square feet per tennis court</li><li>• 6,000 square feet per basketball court</li></ul></li></ul> |
| <b>Level-of-Service</b>          | <ul style="list-style-type: none"><li>○ 1 baseball/softball diamond per 3,000 population</li><li>○ 1 football/soccer field per 5,000 population</li></ul>   |
| <b>Key Facilities</b>            | <ul style="list-style-type: none"><li>○ Off street parking, permanent bathroom facilities, field lighting, paths, running water/drinking fountains.</li></ul>   |
| <b>Facilities Menu</b>           | <ul style="list-style-type: none"><li>○ Based on user demand, the sports complex may include, but is not limited to: fields for soccer/football/other field sports; diamonds for baseball/softball; courts for tennis/basketball/volleyball/other court sports; ice rinks.</li></ul>  |

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### Lake Elmo Sports Complex (2006)

VFW Park and Lions Park provide two lit softball/baseball fields for programmed sports.



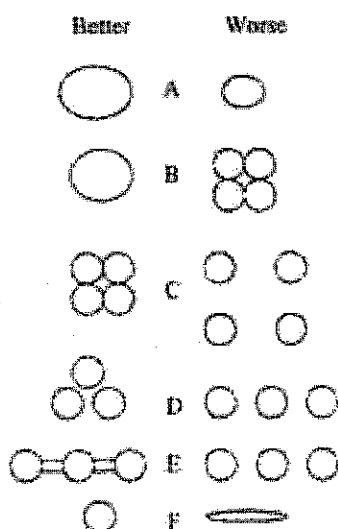
*Lions Park*

## Natural Resource Areas

|                                  |   |
|----------------------------------|---|
| <b>Purpose</b>                   | <ul style="list-style-type: none"> <li>○ Showcase, preserve, respect, and restore significant natural resources.</li> <li>○ Provide aesthetic variety.</li> </ul>   |
| <b>Service Area and Location</b> | <ul style="list-style-type: none"> <li>○ It is preferred that natural resources areas are integrated into neighborhood parks, community parks, mini parks and greenways to facilitate appreciation of natural resource areas by park users, and so that other park land may buffer natural resource areas. Natural resource areas may also be stand-alone elements of the park system.</li> <li>○ Location of natural resource areas is dependent on the landscape and its natural resource potential.</li> <li>○ Service area is city-wide.</li> </ul> |
| <b>Size</b>                      | <ul style="list-style-type: none"> <li>○ Variable, depending on the natural resources and landscape.</li> </ul>   |
| <b>Additional Policies</b>       | <ul style="list-style-type: none"> <li>○ Natural resources inform park design.</li> <li>○ Passive recreational use of natural resource areas is provided for through marked trails and viewing areas.</li> <li>○ Natural resource areas provide for wildlife habitat. Areas are consolidated, contiguous, and connected where feasible.</li> <li>○ Native plantings are used in natural resource areas to restore prairie, savannah, woodlands, forests, wetlands, and lakes.</li> </ul>  |

### Lake Elmo Natural Resource Areas (2006)

Natural Resource Areas are located within Sunfish Lake Park, Demontreville Wildlife Area, Reid Park, Kleis Park, Pebble Park, Lake Jane Hills Park, Legion Avenue North (unnamed) Park, Ridge Park, Heritage Park, Homestead Park, and Heights Park.



This diagram identifies preferred layouts of natural resource areas. Example A is showing that a larger contiguous area is better than a smaller contiguous area. Example C shows that smaller individual areas would be better if they were closer together or adjacent rather than spread apart.

### Design Principles for wildlife habitat within Natural Resource Areas.

From *Drafting a Conservation Blueprint: A Practitioner's Guide to Planning for Biodiversity*. Jonathan V. Higgins, Earl C. Saxon, Craig R. Groves, Michael W. Beck.

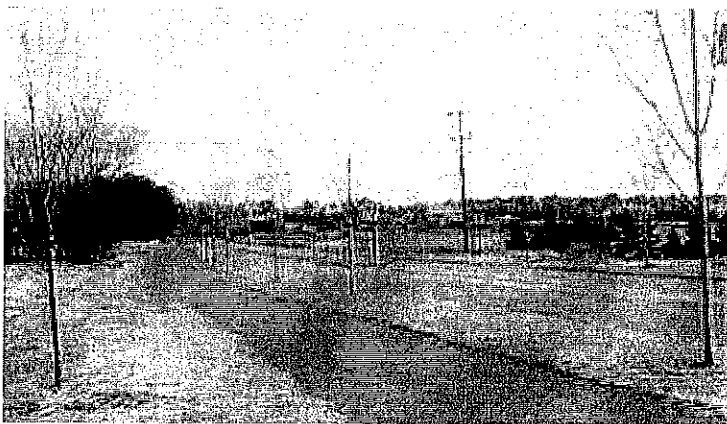
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## Greenways

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|                                  |   |
|----------------------------------|---|
| <b>Purpose</b>                   | <ul style="list-style-type: none"><li>○ Corridors that tie park system components together.</li></ul>   |
| <b>Service Area and Location</b> | <ul style="list-style-type: none"><li>○ Service area is city-wide.</li><li>○ Greenways are integrated with the trail system.</li></ul>  |
| <b>Size</b>                      | <ul style="list-style-type: none"><li>○ Minimum of 50 feet wide (25 feet wide in constrained conditions).</li><li>○ 75 to 100 feet wide is optimal.</li></ul>   |
| <b>Additional Policies</b>       | <ul style="list-style-type: none"><li>○ Greenways are multi-purposed. The functions of greenways include:<ul style="list-style-type: none"><li>• increase vegetation along trails and paths,</li><li>• periodically widen off-road trails to create rest areas and overlooks,</li><li>• provide corridors for wildlife movement, linking habitat,</li><li>• buffer between land uses.</li></ul></li><li>○ Greenways are primarily developed along corridors that are also identified for off road trails.</li></ul> |

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*Many existing trails in Lake Elmo show the possible characteristics that a Greenway would possess.*

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## Regional Park

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|                            |   |
|----------------------------|---|
| <b>Purpose</b>             | Recognition of the Regional Park  |
| <b>Description</b>         | Lake Elmo Regional Park Reserve is a 2,165-acre park within the City of Lake Elmo, operated by Washington County and is part of the Metropolitan Regional Park System.  |
| <b>Additional Policies</b> | <ul style="list-style-type: none"><li>○ Washington County shall be the implementing agency responsible for acquisition, development, operation, and maintenance of the Lake Elmo Regional Park Reserve.</li><li>○ The city will participate in the master planning and development process for regional park projects that will have an impact on Lake Elmo.</li><li>○ The city will oppose any use of the Regional Park Reserve for non-recreational purposes or alterations reducing or eliminating the park's capacity as a "reserve."</li></ul> |

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## ***Recommendations for Additional Parks***

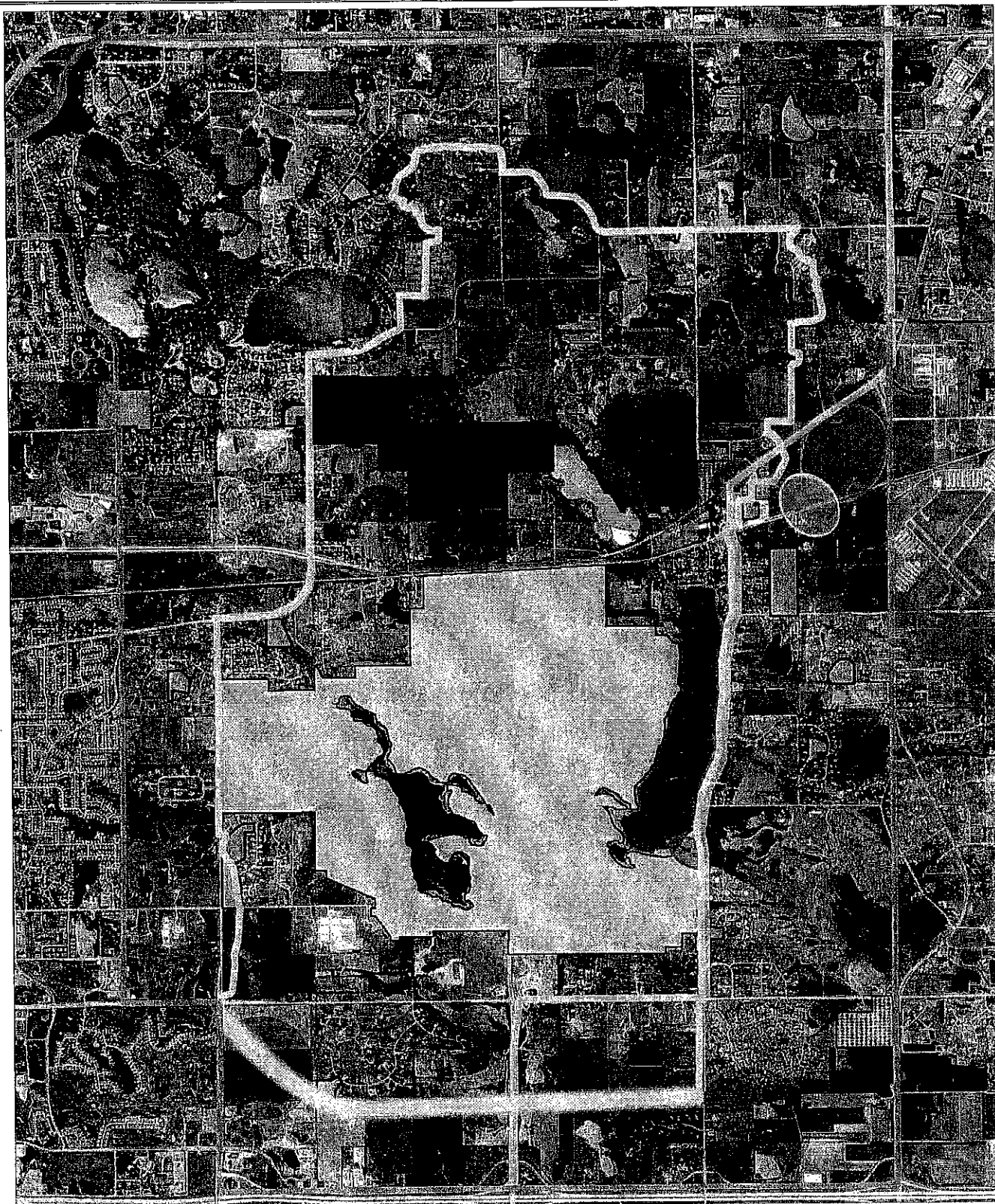
The *Park Plan* recommends adding to the Lake Elmo parks system thirteen (13) neighborhood parks, one community park, one to two community sports complexes, two special use parks, and a greenway. The recommendations are illustrated on Map 7, *2030 Park System Plan*.

Recommendations for additional park land were created from a synthesis of the park system principles, demographic analysis, existing and planned land use patterns, existing and proposed trails, park service areas, level-of-service (LOS) guidelines, and natural resources data. The *Park Plan* identifies search areas for the proposed additional park land. The search areas are intended to offer the city guidance as to where to obtain additional park land while allowing for flexibility as the potential for each park is evaluated on a case by case basis. ***The exact locations of the parks will be determined as the city obtains parkland and as opportunities arise.***

Neighborhood park search areas were identified after review of service area and the LOS guideline of 11 parkland acres per 1,000 population. Mapping of the quarter-mile and the half-mile service areas of existing and already-planned neighborhood parks highlights the parts of the city that are not served by neighborhood parks (Map 8, Neighborhood Park Service Areas). The LOS guideline applied to the 2030 population forecasts results in an additional 128 acres of neighborhood parkland needed, to be concentrated in the area south of 10th Street. Proposed neighborhood parks and the greenway combine to meet local park needs in this area. Specific search areas for neighborhood parks were further refined with respect to natural resources, centrality, access, and barriers (Map 9, Neighborhood Park Search Areas).

Other recommended park search areas are park types that serve the entire Lake Elmo community (community parks, a community sports complex, and special use parks). The location of each search area for these parks was chosen based upon the purpose of the park and the features offered by each locale. The search areas are illustrated on Map 10, Other Park Search Areas. The proposed Greenway is shown on Map 11.





**MAP 7. 2030 PARK SYSTEM PLAN**



MARCH 2008

**EXISTING PARKS**

- |                       |                   |
|-----------------------|-------------------|
| - NEIGHBORHOOD PARK   | - REGIONAL PARK   |
| - COMMUNITY PARK      | - SCHOOL          |
| - SPECIAL USE PARK    | - DNR BOAT LAUNCH |
| - GATEWAY STATE TRAIL |                   |

**PROPOSED PARKS SEARCH AREAS**

- |                            |                              |
|----------------------------|------------------------------|
| - NEIGHBORHOOD PARK        | - COMMUNITY PARK             |
| - COMMUNITY SPORTS COMPLEX | - GREENWAY                   |
| - SPECIAL USE PARK         | - WASHINGTON COUNTY GREENWAY |

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## NEIGHBORHOOD PARK SEARCH AREAS

Search areas are noted on Map 9, Neighborhood Park Search Areas, and described below.

### North-Central Lake Elmo

Map 9 shows four proposed neighborhood park search areas within north-central Lake Elmo, the land area bound by Highway 5 and the City's north, west and east boundaries. Of the four search areas, a neighborhood park located within Search Area B is of greatest importance to the system. This search area location could best serve the north-central neighborhoods if the city were not able to establish parks in Search Area A or Search Area C. A body of water and a major east-west connecting piece of the trail system are key elements of Search Area B. Yet, the importance of parks in Search Area A, Search Area C and Search Area D should not be overlooked, as they would provide recreational facilities within walking distance of more neighborhoods in the north-central area.

**Search Area A.** Located south of Highway 36 between Keats and Lake Elmo Avenue, Search Area A features a relatively level area suitable for playfield space to the north. Hills to the south, marshes, and forests provide points of interest for passive park facilities or for playgrounds. Search Area A connects to a spur of Lake Elmo's proposed trail system.

**Search Area B.** Search Area B encompasses Clear Lake, part of 47th Street and lies mostly east of Keats Avenue. Search Area B connects to the proposed trail system and greenway loop. The western portion of Clear Lake is developed while the east shore is part of larger tracts of land where there may be greater opportunities for park land acquisition. The northern part of the search area has more varied topography with woods and grasslands, creating a potential point of interest for nature appreciation and resource protection. The land closer to 47th Street is flat and offers an opportunity to create a playfield area. A trail and pier are examples of facilities that would allow for passive recreation along the water. The *Plan* recommends that the park be large enough to combine the features offered by the shore as well as the more level area. The recommended size for a neighborhood park is five to ten acres; in Search Area B, the *Plan* recommends a **park of ten acres or more** to include areas of natural resource preservation.

**Search Area C.** Search Area C is located around the curve where Lake Jane Trail North and 47th street connect. The search area is contiguous to the northern edge of the Metro Conservation Corridor running across Lake Elmo and so has the potential to contribute its natural habitat to the larger Corridor system. The land within the search area is relatively high and flat. A neighborhood park within Search Area C would be intended to meet the recreation needs of neighborhoods north of Sunfish Lake Park and families living along the southeast shore of Lake Jane. Because the land here

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is level, a full-size playfield and multi-purpose courts would be appropriate. Special attention to landscaping and habitat restoration would be needed, as forests, woods, or tall grasslands are not generally found in this location.

**Search Area D.** A neighborhood park within Search Area D would provide active recreation facilities to residents living south of Sunfish Lake Park and along Highway 5. This neighborhood park would be relatively small -- three to five acres -- to provide active recreation facilities such as a playground. Significant passive recreation facilities are not necessary here, owing to the proximity of Sunfish Lake Park.

### **South of Tenth Street**

The majority of the recommended additional neighborhood parks are located south of 10th Street in order to prepare for future sewered development in that area. The *Park Plan* recommends seven (7) neighborhood parks in this area. The neighborhood park search areas are organized around a segment of the proposed greenway that would run east-west south of 10th Street. The greenway would be linear parkland with a trail that would connect with the adjacent neighborhood parks. This segment of the greenway would knit together the immediate neighborhoods, the local neighborhood parks, and connect to the greater greenway loop, which would further link the area south of 10th Street to the northern parts of the City. The proposed neighborhood parks and greenway south of 10th Street would integrate approximately 100 acres of parkland into the future neighborhoods of the area.

**Search Area E.** Search Area E is southeast of 10th Street and Inwood Avenue. It is relatively flat and currently used for agricultural purposes. There are not wetlands or trees in the area, so playfields and courts would be an appropriate option. Picnic tables, benches, and walking paths in the park would also serve employees from the business district just south of here. The Search Area is along the proposed trail system and would connect to the greenway as it turned northward.

**Search Area F.** Located north of the I-94 frontage road where the proposed trail system has a spur to the north, Search Area F is contiguous with the Metro Conservation Corridor. The land has rolling hills and drainageways. Like Stonegate Park to the west, the search area has the potential for long views. Search Area F is located so that it would be connected to the proposed southern trail spur to the greenway.



*Wooded area in Search Area G*

**Search Area G.** Search Area G is focused on the southeast shore of Goose Lake. Once the gravel quarry that is currently operating in this location completes its operations, there may be an opportunity to design a neighborhood park as part of the reclamation plan. Trail connections from the existing trail through Stonegate Park, and the proposed trail along the west side of Keats Avenue, will allow this park to serve neighborhoods to the west and south. The park may also connect these trails with the proposed greenway.

**Search Area H.** Because of the high volume of traffic on Keats Avenue in this area, a formal crossing to connect the neighborhoods to the east to the proposed neighborhood park in Search Area G is not recommended. Search Area H would serve the active recreation needs of neighborhoods located east of Keats Avenue and north of the proposed greenway.

**Search Area I.** The body of water located north of the I-94 frontage road between Keats Avenue and Lake Elmo Avenue is the central feature for Search Area I. Wetland grasses stretching along the shore, along with some hills, would serve as a visually compelling location for a trail along the water. The proposed park would be accessible both from the proposed trail along the frontage road and from the greenway. This park would have a focus primarily on passive recreation. An informal open area, rather than an athletic field, would be most appropriate for this park.

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**Search Area J.** Search Area J would serve neighborhoods west of Lake Elmo Avenue. The area contains a small forest that could contribute to the park's character. Parkland in this area would be relatively flat and could include a multi-purpose athletic field and multi-purpose court that could serve the more active recreational needs that would not be met by the park in Search Area I.

**Search Area K.** Search Area K is located east of Lake Elmo Avenue and south of the Cimarron community. A wetland is present in the search area and presents an opportunity for an attractive focal point within the park. The park would be embraced by the greenway's linear open space and be a destination for business park employees as well as serving neighbors to the south and in the Cimarron community to the north.

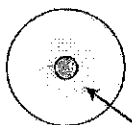
### **Village Area**

The *Village Area Master Plan* was being developed by the City of Lake Elmo concurrently with the *Park Plan*. The recommendations within the draft master plan include two neighborhood parks, identified in the plan as West and North parks. These locations are identified on Map 8, Neighborhood Parks Service Areas map.



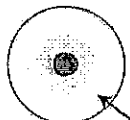
MARCH 2008

## MAP 8. NEIGHBORHOOD PARKS SERVICE AREAS



EXISTING  
NEIGHBORHOOD  
PARKS

1/4 MILE SERVICE AREA



NEIGHBORHOOD  
PARKS PROPOSED  
IN VILLAGE  
AREA MASTERPLAN

1/2 MILE SERVICE AREA



UNSERVED  
AREAS

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**MAP 9. NEIGHBORHOOD PARK SEARCH AREAS**



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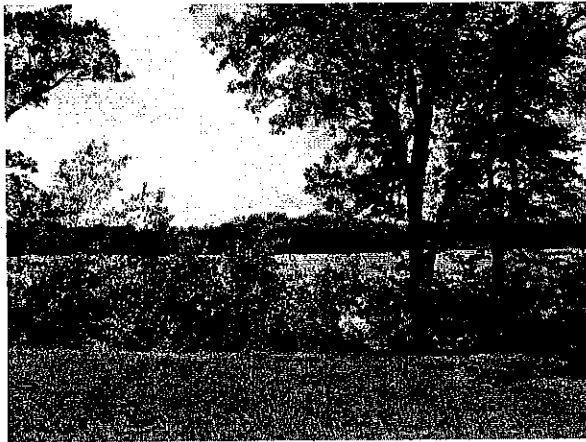
## **COMMUNITY PARK SEARCH AREA**

This plan calls for the creation of one additional community park, addressing one of the key principles by which this plan has been developed: *A significant park shall be located at the heart of Lake Elmo and serve as a community gathering place and landmark.* This park, which would likely emerge as the heart of Lake Elmo and the most important gathering place in the entire community, would feature gentle walking paths, grassy open space, flower beds and decorative plantings, mature trees and ponds and streams, park benches and a playground, picnic areas, and perhaps a band shell for summer concerts. Spanning approximately 20 acres in the Village Area (not including bodies of water), this community park should be located close to senior housing and should provide ample opportunity for organized flower clubs and other civic groups to contribute to the quiet beauty of the park. It should also serve as a place for city celebrations, ice cream socials, a farmer's market, and other activities that will bring the people of Lake Elmo together. The community park search area is located north of the railroad tracks and south of Highway 5, as shown on Map 10, *Other Parks Search Areas*.

## **SPECIAL USE PARK SEARCH AREAS**

The *Park Plan* recommends two special use parks: a public access to the city's namesake lake and a civic square outside of the proposed City Hall.

The access to the waterbody of Lake Elmo is envisioned as passive parkland that may accommodate a fishing dock or a canoe rack, but not motor boats or a swim beach. The search area identified on the *Other Parks Search Area* map is on the southeast shore of Lake Elmo. A different location may be sought if the southeast location should prove to be infeasible or if a preferred alternative is found.



*Lake Elmo*

The city is considering options for locating a new City Hall. The *Village Area Master Plan* identifies a site south of Highway 5 and closer to the center of the Village Area than its current location. The *Master Plan* also shows a civic square outside of City Hall. A civic square would serve Village Area residents, employees, and visitors as a meeting place, an opportunity for fresh air over lunch, and as a location for community events.

### **COMMUNITY SPORTS COMPLEX SEARCH AREAS**

This plan recommends the construction of one or perhaps two community sports complexes. The first priority sports complex search area is within the Village Area, southwest of the community park search area. A second sports complex location may be identified in the future if it is determined that there is a need.

The recommendation for two sports complexes was generated using a level of service (LOS) guideline for athletic fields and baseball diamonds. Using an LOS of 'one diamond per 3,000 persons' and 'one athletic field per 5,000 persons,' a total of eight diamonds and five athletic fields would be needed citywide by 2030. This plan recommends that the first facility be constructed in conjunction with the Village Area and the need for a potential second location be evaluated in the future as the increasing population may create additional demand for fields.

Today, the Lake Elmo park system has two lighted baseball/softball diamonds that serve programmed athletics programs. With the 2006 population estimated at approximately 8,000, the LOS of one baseball/softball diamond per 3,000 indicates a need for 2.6 diamonds in 2006. In 2030, Lake Elmo's population of 24,000 would suggest the need for a total of eight diamonds. An LOS of 'one diamond per 3,000' falls within the range of national guidelines and local research findings and reflects the apparent demand for diamonds today.

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The sports complex soccer/football field LOS guideline for Lake Elmo is 'one field per 5,000 persons.' Currently the Lake Elmo park system does not have any lighted soccer/football fields or any park with multiple fields in one location. National and local comparisons illustrate that soccer/football field LOS guidelines range between 25% to 50% less than LOS guidelines for softball/baseball diamonds. The LOS guideline of 'one field per 5,000' proportionally follows this trend. Using this guideline, in 2006 Lake Elmo currently has a deficit of 1.6 soccer/football fields, and in 2030 would need a total of 4.8 sports complex soccer fields. See the Appendix for information about comparable national and local LOS guidelines for athletic fields.

For the Village Area Sports Complex, this plan recommends the development of three soccer/football fields and three baseball/softball fields on approximately 20 acres. These fields would bring athletic competition to the center of the community and reinforce the Village Area as the center of the community. The lighted diamonds at Lions Park and VFW Park would continue to be used to meet Lake Elmo's needs for highly programmed playfields. Therefore, the combination of the Village Area Sports Complex, Lions Park and VFW Park would offer five baseball/softball diamonds and three soccer fields. Using the LOS guidelines, these fields would serve 15,000 people, a population that Lake Elmo is predicted to reach approaching the year 2020.




As Lake Elmo's population approaches 15,000, the programmed usage of the fields at the Village Area Sports Complex, Lions Park and VFW Park needs to be evaluated, and the LOS guidelines adjusted accordingly. If it is found that the fields at the sports complex cannot meet the demand of the expected 2030 population of 24,000 people, then it should be determined if fields located within neighborhood parks are able to meet the demand or if a second sports complex should be considered. If the LOS of one baseball/softball diamond per 3,000 and one soccer/football field per 5,000 is maintained, then an additional three diamonds and two fields would be needed to meet the demand and to serve a population of 24,000.

### **NATURAL RESOURCE AREAS AND MINI PARKS**

This plan does not note search areas for natural resource areas and mini parks. These types of park lands are to be added to the system as a way to serve the community where other types of parks are not meeting recreation or natural resource protection needs. The locations of these types of parks will respond to unique opportunities as they arise.



**MAP 10. OTHER PARK SEARCH AREAS**

-  COMMUNITY PARK
-  COMMUNITY SPORTS COMPLEX
-  SPECIAL USE PARK

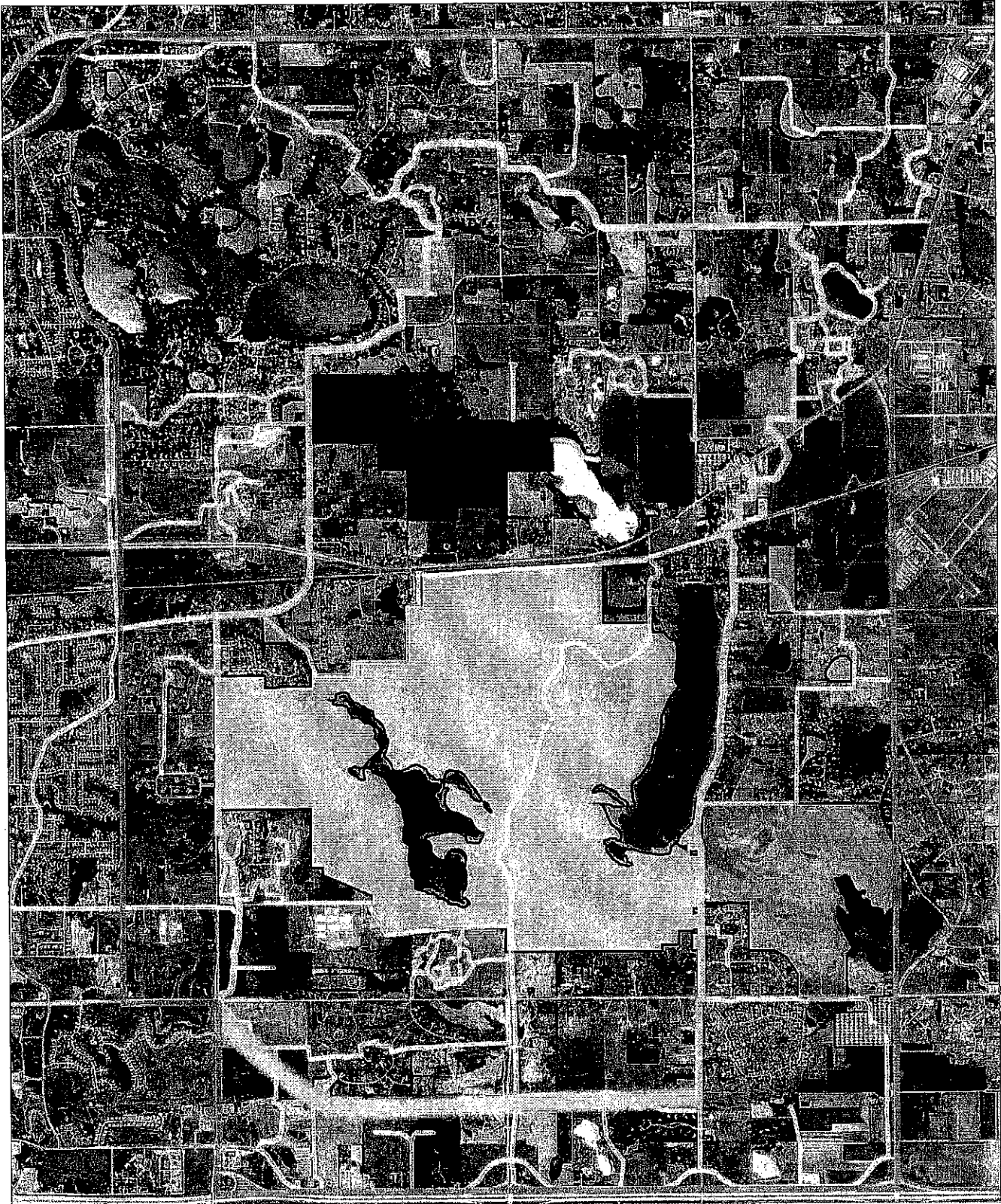
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## **GREENWAY**

This plan recommends a greenway loop that fully utilizes trails proposed by the *2006 Comprehensive Trail Guide Plan*. During the development of the *Park Plan*, discussion at Parks Commission meetings focused on the need to enhance connectivity within the park system. The greenway along with the trail system would provide for a highly connected park system and build new connections among the rural and future more urban parts of the city. The greenway would also provide additional park land to serve local neighborhoods in the immediate area. The level of service guideline for neighborhood parks is 11 acres per 1,000 people. South of 10th Street, the linear parkland that would comprise the parkway would contribute to the park land needed in this more densely-populated area of the city.

The greenway loop would make good use of existing and proposed trails to create a unique route through the city. Where the trails have not yet been developed and where there is space for additional parkland acquisition, the greenway could expand in width to allow for more significant landscaping, trees, and resting places. A recommended minimum width for the greenway is 25 feet, although it would be optimal to construct it at 50 to 100 feet wide so that it could include more natural settings and/or park amenities within the corridor. Conservation subdivisions with open space abutting the greenway would provide users access to views of natural and rural landscapes.



**MAP 11. GREENWAY**



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- GREENWAY  
- TRAIL SYSTEM

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## ***POLICIES FOR SUNFISH LAKE PARK***

Sunfish Lake Park is considered the crown jewel of Lake Elmo's park system. This 284-acre park has rolling hills, forests, and wetlands. Its mulched and mowed trail system provides a shady hiking area and a challenging natural terrain for cross-country skiers. Sunfish Lake Park is recognized by the Department of Natural Resources as a "Regionally Significant Ecological Area" and is a central feature of the Metro Conservation Corridor running across Lake Elmo. This plan classifies Sunfish Lake Park as a community park, designates it as passive parkland, and recognizes it as a natural resource area within the Parks Classification System.



*Sunfish Lake Park*



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In 1973, the Nature Conservancy developed a representative catalog of the woods of Sunfish Lake Park, calling it, "probably the best upland forest in the County and unique in the area because of the unusually high diversity of the fauna and especially the flora." In 1994, the Minnesota Department of Natural Resources also created such a catalog, calling it, "a fairly high quality native forest, including two records of rare species (Blanding's Turtle and Red-shouldered Hawk) that occur in the vicinity, and a remnant of an important natural community that was once more widespread in the state."

To ensure that Sunfish Lake Park continues to serve future generations as an ecological treasure and as a place for nature-based recreation experiences, the Parks Commission is working with the Minnesota Land Trust to create a conservation easement for Sunfish Lake Park. A factor to consider in creating the conservation easement is the type of park uses that the easement will allow or restrict. One area of the park - a field currently used for agricultural purposes at the southern end of the park near the entrance road - was deemed critical to the long-term conservation of Sunfish Lake Park, and the Parks Commission emphasized that all plans relating to the development of the park must include strategies for conserving the open area of the park as critical habitat.

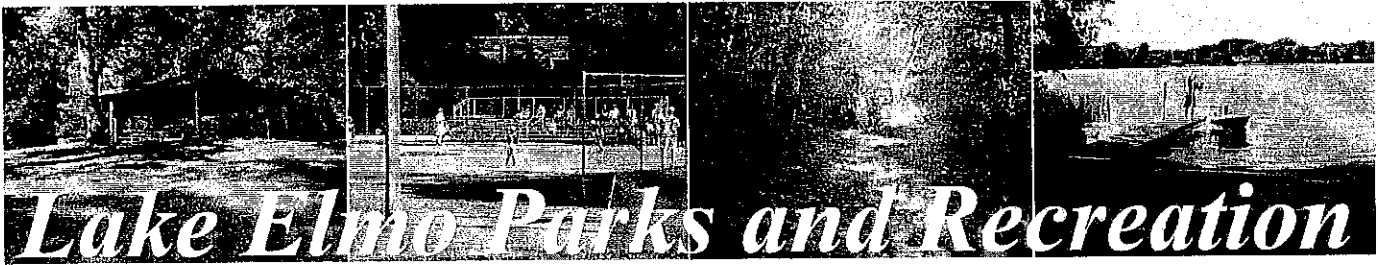
The following policy statements were generated through Parks Commission discussion. They provide guidance for decisions that affect Sunfish Lake Park and specifically the agricultural field within the park.

1. The Park is a unique natural oasis within the Lake Elmo park system, and all future development within the Park should be pursued in a way that fosters only quiet, low-impact uses that are protective and sustaining of a natural environment that the citizens of Lake Elmo hope to bequeath to future generations.
2. The southernmost, non-wooded area of Sunfish Lake Park is an integral part of the Park and should be developed in ways that are consistent with the overall vision for Sunfish Lake Park as a whole. No future development should be pursued in this section that does not speak directly to or enhance the overall vision of Sunfish Lake Park as a natural oasis. Nor should this open area be used for non-park purposes or for organized sports and recreation that require significant allotment of land, the construction of large facilities, or outdoor lighting that does not conform to Lake Elmo's Dark Skies practices.
3. Consistent with the designation by the Minnesota Department of Natural Resources of a corridor of land encompassing all of Sunfish Lake Park as well as large areas surrounding the Park on all sides as "Regionally Significant Ecological Areas," all future development within the Park as well

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as in those adjoining areas should be significantly informed by a need to protect natural resources, habitat, and flyways, and the City should explore the *possibility* – as land becomes available for purchase – of extending the southern borders of the Park to Highway 5 as a strategy for creating a contiguous natural wildlife corridor between Sunfish Lake Park and the Lake Elmo Park Reserve.

4. The entrance to Sunfish Lake Park shall provide a calming landscape that prepares those entering the park for a nature-based experience.
5. Sunfish Lake Park's natural resources shall be preserved and enhanced to act as a wildlife habitat corridor. The corridor shall link Sunfish Lake Park's habitat with that of the Lake Elmo Regional Park Reserve.
6. Recreation facilities shall be low-impact and in harmony with the quiet and natural qualities of Sunfish Lake Park.



# *Lake Elmo Parks and Recreation*

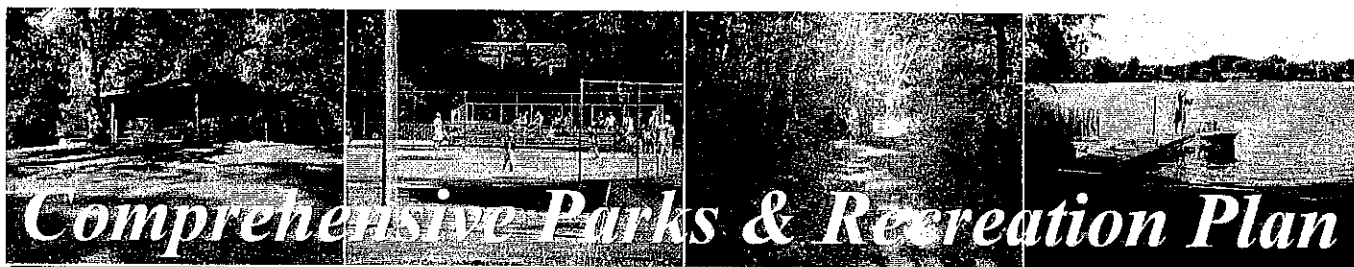
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## **PART FOUR: RECREATION PROGRAMMING..... 4-1**

*Recreation Programming Offered..... 4-1*

*Approach..... 4-2*

*Strategies..... 4-4*

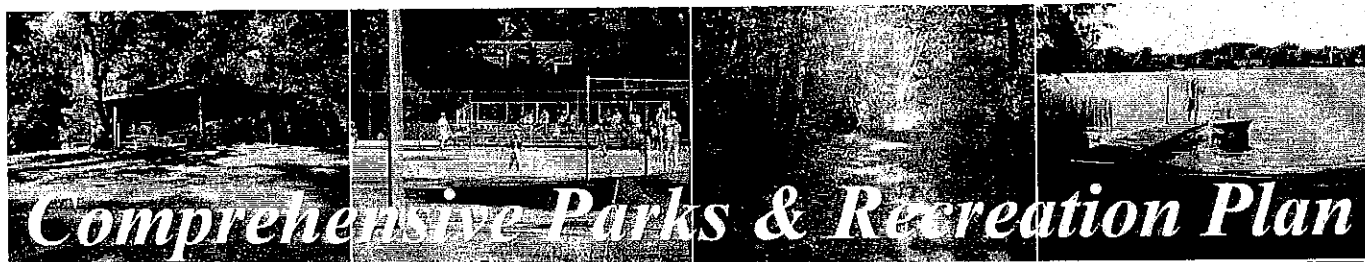


## PART FOUR: RECREATION PROGRAMMING

### *Recreation Programming Offered*

Today, Lake Elmo residents have access to recreation programs offered by area agencies and organizations. The City does not offer its own programming at this time. Programming available to the community is summarized below.

| <b>Organization</b>  | <b>Programming</b>  | <b>Population Served</b>   |
|--|---|--|
| Stillwater Area Schools<br>District 834<br>Community Education                           | Early Childhood Family Education<br>Community Theatre<br>Aquatics<br>Special Olympics<br>Adult athletic leagues<br>Adult enrichment/classes<br>Youth Adventure Club<br>Youth enrichment/classes<br>Youth athletic teams and clubs | The Stillwater school district covers the majority of Lake Elmo's land area.<br><br>Designed for various ages: early childhood/family, youth and adults. |
| North Saint Paul-<br>Maplewood-Oakdale<br>Schools<br>District 622<br>Community Education | Early Childhood Family Education<br>Aquatics<br>Adult enrichment/classes<br>Youth enrichment/classes<br>Classes and support for disabled adults<br>Childcare for school-age youth<br>Senior programs                              | District 622 includes the southeast edge of Lake Elmo.<br><br>Designed for various ages: early childhood/family, youth, adults, seniors.                 |
| Mahtomedi Public Schools<br>District 832<br>Community Education                          | Early Childhood Family Education<br>Adult and Senior enrichment/classes<br>Band instruction<br>Youth enrichment/classes<br>Youth athletics  | District 832 includes the northwest corner of Lake Elmo.<br><br>Designed for various ages: early childhood/family, youth, adults, seniors.               |
| Saint Croix Valley Athletic Association  | Baseball<br>Softball<br>Soccer<br>Football<br>Basketball<br>Wrestling   | School-age youth in Saint Croix Valley communities (ISD 834 & Hudson schools)  |
| Saint Croix Soccer Club  | Soccer  | School-age youth in Saint Croix Valley communities (ISD 834)   |



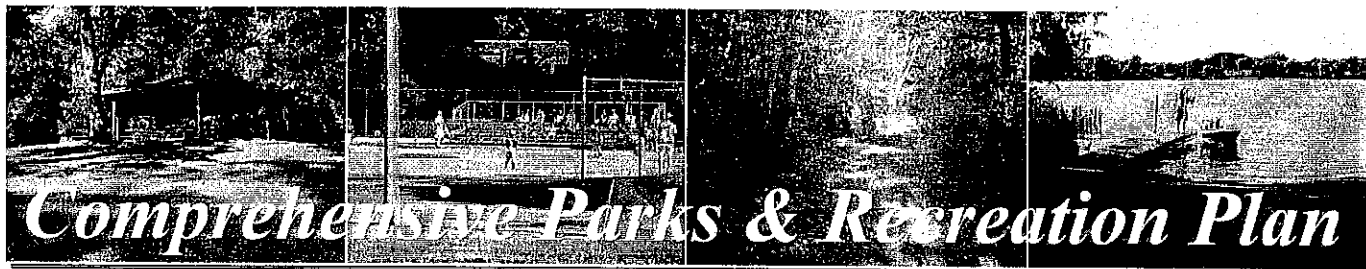
| <b>Organization</b>   | <b>Programming</b>   | <b>Population Served</b>                              |
|---|--|---|
| Washington County 4-H<br>University of Minnesota<br>Extension | Citizenship/service<br>Agriculture/Animals<br>Technology<br>Arts | Washington County school-age<br>youth                 |
| Lake Elmo Regional Arts<br>Center                             | Clay<br>Painting<br>Computer graphics<br>Poetry<br>Workshops     | All ages: separate classes for<br>children and adults |

## ***Approach***

With a number of recreation program providers serving the Lake Elmo community, the City does not administer any recreation programming currently. The city is considering ways to increase collaborative efforts with area program providers and will continue to assess if the community would benefit from city-offered programs. In the *Recreation Preference Menu* conducted at the beginning of the planning process, it was expressed that the currently-offered activities -- pre-school programs, youth day camps, youth sports, youth instructional, adult sports, and adult instructional programming - adequately serves the community.

In considering if and how the city might offer programs in the future, a small benchmark study was conducted to understand how other communities with long-established recreation programs are operating. The benchmark study considered Apple Valley, Inver Grove Heights, and Woodbury. The three cities chosen have larger populations than that of Lake Elmo -- ranging from 33,000 to 55,000 people -- and provide examples of extensive recreation program offerings. The consultants asked a series of questions in telephone conversations with senior parks and recreation staff from each city. The summary of the benchmark community findings is within the Appendix.

These cities' experiences in recreational programming demonstrate a number of common themes that offer guidance to Lake Elmo as it considers the possibility of offering future recreation programming in the future.



**\* Collaboration with other providers.**

In Apple Valley, youth athletic organizations run most of the sports programs, with the city supplying the fields and providing assistance with coordinating field availability. Apple Valley Recreation Supervisors attend monthly meetings with the organizations to help coordinate their efforts.

Inver Grove Heights has a Community Center jointly owned by the city and school district. The city collaborates with athletic associations and surrounding municipalities to offer field trip programs.

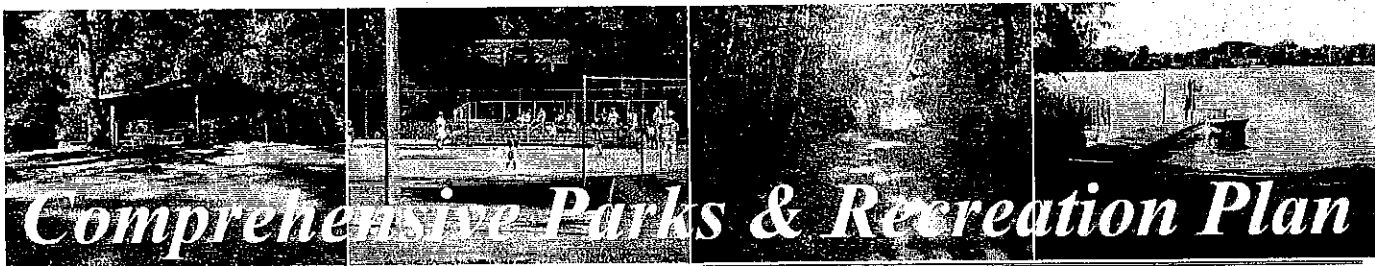
Woodbury provides facilities/fields and scheduling for associations and organizations running youth leagues. The City Parks and Recreation Department coordinates with the YMCA, local cooperative housing, community education, and others to avoid duplication of effort.

**\* Balance between recreational programming that responds to public demand and programs that make the best use of existing facilities.**

Demand from the public initially compelled Apple Valley to begin providing recreational programming and staff support. Now, recreation supervisors stay current on new trends and offer suggestions to the public to see if there is interest in new programs. Their approach to recreational programming has clearly gone from one that was initially *reactive* to one that is much more *proactive*. Inver Grove Heights, for its part, offers programming based on local demand and also tries new ideas generated by staff. For example, due to a previously successful family skating program, a seasonal "Skating with Santa" event is now held every year. Woodbury's programming is designed to make use of the park system's existing facilities and to respond to community interest.

**\* Full-time, as well as part-time and seasonal staffs, develop, coordinate, and implement programs.**

Professional staff, with the help of volunteers, are needed for extensive recreational programs. The number of full-time staff in our sample cities range from 4 to 7.5 positions in each Park and Recreation Department. On a staff-person-per-population basis, these cities have approximately one staff person per 7,400 to 9,800 persons.



## ***Strategies***

The following strategies suggest how Lake Elmo may want to enhance its collaboration with organizations in support of creative recreational programming and offer benchmarks for evaluating when (and if) the city should develop city-administered recreational programs:

### ***NEAR-TERM STRATEGIES***

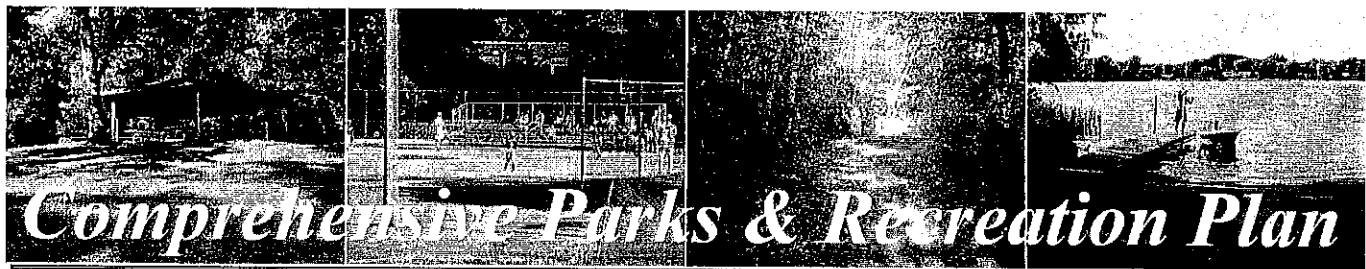
These strategies would be pursued in advance of offering city-administered programs:

1. Continue to offer organizations and agencies opportunities to use city play fields and support the scheduling of these facilities.
2. Offer organizations and agencies opportunities to meet with the city and/or each other to share information about their common needs and to explore the feasibility of developing collaborative programming.
3. Evaluate the level of interest among Lake Elmo citizens in hosting community recreation special events and evaluate the degree to which citizens are willing to volunteer to assist at these events.
4. Assist organizations and agencies to promote programs through the city newsletter, website, cable, and other venues.
5. As citizens and community groups express interest in new or improved programming, advise agencies and organizations of community interests.

### ***LONG-TERM STRATEGIES***

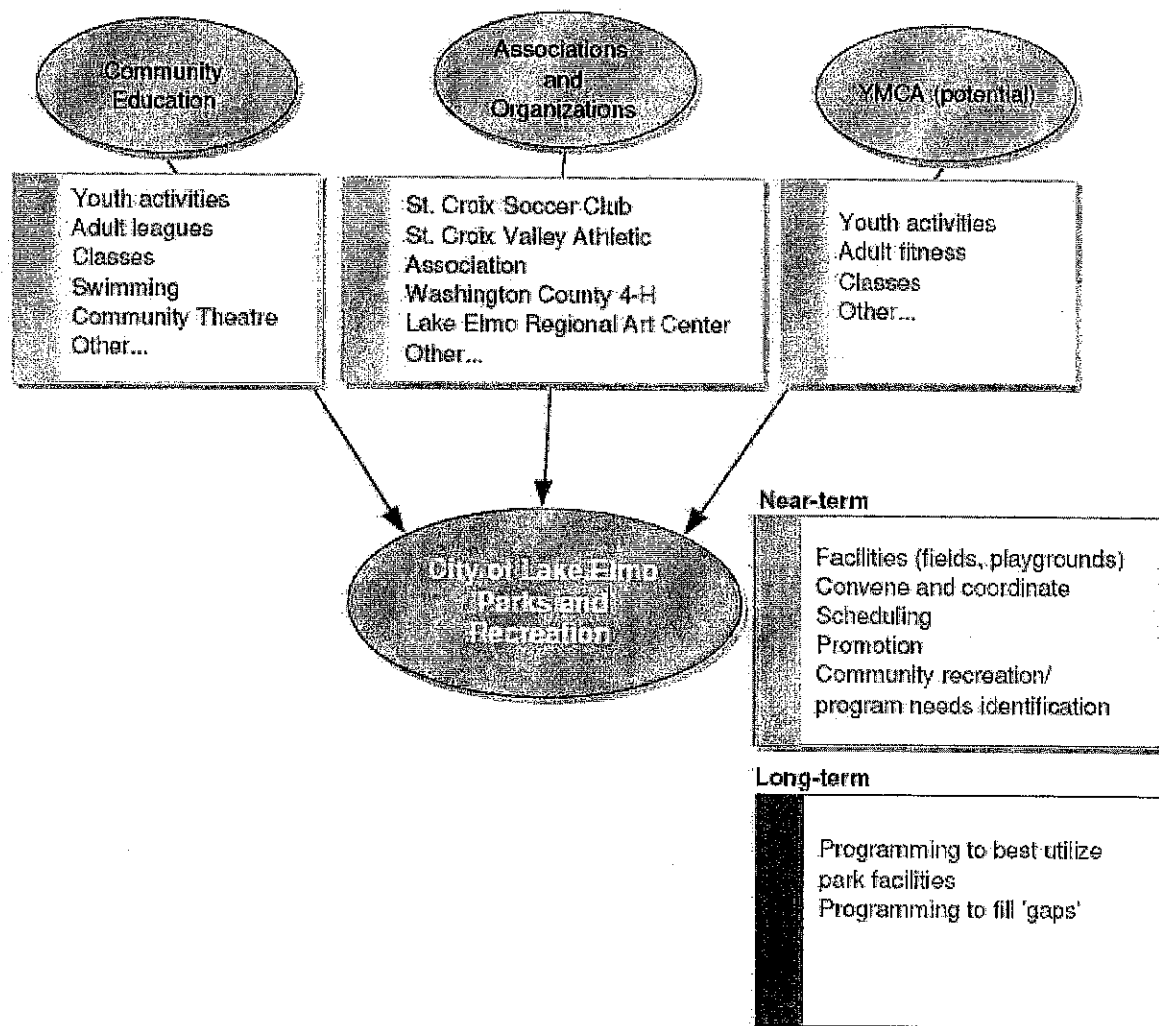
These strategies would be pursued if interest in city-administered recreational program grows in the future. Recreation staff would work with the city to develop and implement programs:

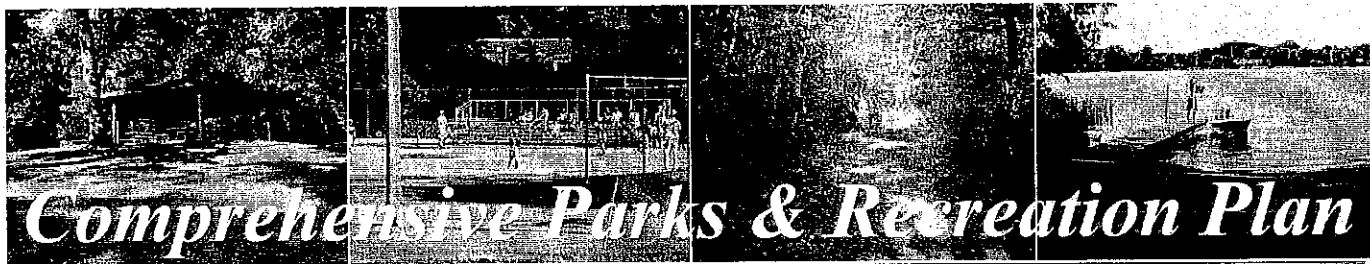




1. Create programs that generate additional park usage where facilities are underutilized. Active park spaces which are underutilized can appear uninteresting or unsafe, reducing their attractiveness and further lessening park usage. Park programming could play a significant role in activating and enlivening targeted parks.
2. Create programs to serve needs not being met or needs that complement programs offered by agencies and organizations. Through communications with agencies and organizations, it may become apparent that additional recreation programs are needed.

**Figure No. 2:  
Lake Elmo Recreation Programming Strategies**





PART FIVE: IMPLEMENTATION ..... 5-1

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## PART FIVE: IMPLEMENTATION

### Park Planning

1. The Parks Commission shall make recommendations to the City Council on plans and policies governing the location, design, maintenance, and public use of parks.
2. In order to seek opinions and diverse recreational interests, the City Council shall appoint residents to the Lake Elmo Parks Commission who have various backgrounds.
3. Park planning will include public participation, and a forum will be provided for open discussion of issues to ensure early and continuing public participation in park planning.
4. The park system principles outlined in this report should be used to guide decision-making:
  - a. The park system shall showcase, preserve, and respect our city's natural resources, and the location of our natural resources shall guide the placement and uses of our parks.
  - b. Parks shall be located so that all current and prospective neighborhoods have a local park where practical and appropriate.
  - c. City parks shall be connected to each other and to prominent destinations within and outside of the city through a system of trails as iterated in the *2006 Comprehensive Trail Guide Plan*.
  - d. A significant park shall be located at the heart of Lake Elmo and serve as a community gathering place and landmark.
  - e. The park system shall serve a diversity of interests and accommodate a wide range of abilities for citizens of all ages. The parks system shall support and foster a diverse range of activities, including sports, arts, music, festivals, informal and formal gatherings, picnicking, nature appreciation, and other activities.
  - f. The park system shall be easily accessible to the general public.
  - g. Dedicated park land shall not be used for non-recreational or non-conserving purposes.
5. Lake Elmo's demographic makeup and associated changes in recreational facility needs should be periodically evaluated.

- 
6. Information about Lake Elmo's natural landscape should continue to be used to guide the location and design of future parks.

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### **Park Acquisition and Development**

1. The parks classification system and park standards should be used as a guide when developing new parks or planning improvements to existing parks. The park standards should be periodically updated so that parks are developed in a consistent manner throughout the community while maintaining flexibility to highlight the unique attributes of each park.
2. Additional park land should be obtained through purchase, parkland dedication, donation, land exchange, or easement.
3. The city should explore grants or partnerships for natural resource stewardship and park development. Potential resources include the Department of Natural Resources Metro Conservation Corridors program, Federal Land and Water Conservation Funds through the DNR, DNR Fishing Pier Grants, DNR Natural and Scenic Area Grants, Washington County's conservation bond funds, Minnesota Land Trust, and the Washington Conservation District.
4. The City should periodically evaluate park dedication requirements for subdivisions. Today, the Lake Elmo's park dedication requirement is:

| Zoning District   | Maximum Percent Land Dedication |
|---|---------------------------------|
| R-1, R-2, R-3, R-4  | 10%                             |
| RE  | 7%                              |
| R-R, Ag   | 4%                              |
| GB, LB, HB, BP, CB  | 3%                              |
| R-R, Ag with Open Space Preservation developments (Conditional Use) | 7%                              |

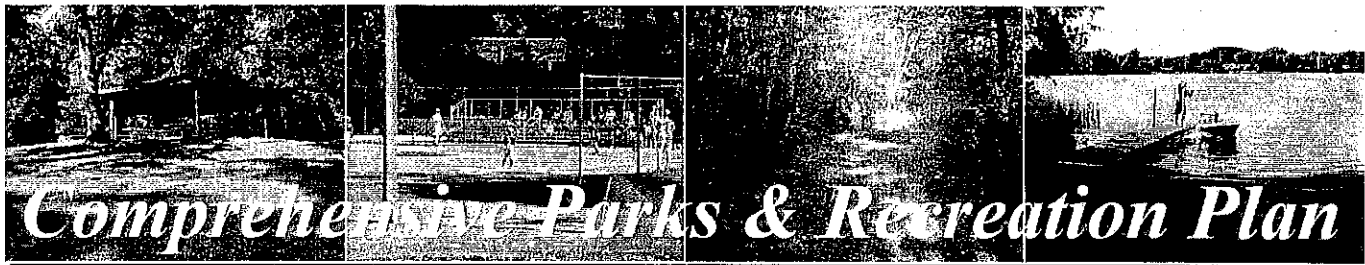
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### **Park Maintenance**

1. The city should maintain clean, orderly, safe, and attractive parklands and recreational facilities within city budgetary limits.
2. The city should develop comprehensive maintenance and management plans for active and passive parkland.
3. To ensure a quality recreational experience for park users, the city should have a Parks and Recreation Department to manage its facilities.

### **Recreational Programming**

1. The City should communicate with organizations, agencies, and other entities that provide recreational programming for Lake Elmo residents to explore possibilities for collaboration and coordination.



|   |            |
|---|------------|
| <b>PART SIX: APPENDIX.....</b>                    | <b>6-1</b> |
| <i>For Further Information .....</i>              | <i>6-1</i> |
| <i>Tabulated Recreation Preference Menu .....</i> | <i>6-2</i> |
| <i>Benchmarking Study Summary.....</i>            | <i>6-5</i> |
| <i>Level of Service Methodology.....</i>          | <i>6-8</i> |



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## **PART SIX: APPENDIX**

### ***For Further Information***

#### **NATIONAL RECREATION AND PARK ASSOCIATION**

<http://www.nrpa.org/>

Recreation, Park and Open Space Standards and Guidelines, 1983.

Park, Recreation, Open Space and Greenway Guidelines, 1996.

#### **TRUST FOR PUBLIC LAND**

<http://www.tpl.org/>

The Excellent City Park System: What Makes it Great and How to Get There, 2003.

Center for City Park Excellence Annual Survey

#### **MINNESOTA DEPARTMENT OF NATURAL RESOURCES**

<http://www.dnr.state.mn.us/>

*2004 Minnesota Outdoor Recreation Participation Survey*

*State Comprehensive Outdoor Recreation Plan (SCORP)*

*Metro Conservation Corridors Program*

*Regionally Significant Ecological Areas*

*Grant programs*

## ***Tabulated Recreation Preference Menu***

| Recreational Activity                              | Is respondent interest High, Medium or Low? |        |     | Are facilities Adequate, in Surplus, or in Deficit for park users today? |          |         |
|--|---|--------|-----|--|----------|---------|
|  | High  | Medium | Low | Surplus  | Adequate | Deficit |
| Playgrounds  | 18  | 9      | 12  | 5  | 28       | 4       |
| Natural areas – wildlife and nature observation    | 23  | 17     | 2   | 6  | 28       | 7       |
| Picnic grounds – tables and grills                 | 9   | 22     | 11  | 4  | 27       | 8       |
| Nature, history and culture interpretation         | 8   | 13     | 22  | 7  | 22       | 9       |
| Swimming beach                                     | 9   | 11     | 23  | 7  | 16       | 12      |
| Lake access and boat launch                        | 12  | 16     | 16  | 7  | 20       | 11      |
| Shore fishing areas                                | 11  | 7      | 24  | 5  | 20       | 11      |
| Campgrounds  | 5   | 10     | 26  | 8  | 30       | 4       |
| Gardens  | 10  | 16     | 17  | 6  | 17       | 15      |
| Indoor programming space                           | 6   | 14     | 22  | 6  | 15       | 13      |
| Off-leash dog areas                                | 11  | 7      | 26  | 5  | 13       | 16      |
| Sledding hill                                      | 16  | 13     | 14  | 4  | 20       | 14      |
| Swimming pool                                      | 14  | 8      | 22  | 4  | 15       | 18      |
| Skate park   | 1   | 9      | 32  | 6  | 10       | 16      |
| Disc golf  | 4   | 5      | 34  | 5  | 13       | 15      |
| Downhill ski areas                                 | 7   | 8      | 28  | 5  | 16       | 11      |
| Golf course  | 6   | 9      | 28  | 12   | 17       | 3       |
| Athletic fields: Baseball/Softball                 | 15  | 15     | 13  | 5  | 18       | 13      |
| Athletic fields: Soccer/Football/other field games | 13  | 14     | 16  | 5  | 16       | 14      |
| Skating and hockey rinks                           | 12  | 16     | 15  | 5  | 18       | 14      |
| Tennis courts                                      | 6   | 16     | 19  | 6  | 24       | 6       |
| Volleyball courts                                  | 3   | 11     | 29  | 4  | 20       | 10      |
| Basketball courts                                  | 6   | 17     | 19  | 3  | 18       | 13      |
| Other:   |   |        |     |  |          |         |

## Tabulated Recreation Preference Menu (Continued...)

| Park Facilities | Is respondent interest<br>High, Medium or Low? |        |     | Are facilities<br>Adequate, in Surplus, or in<br>Deficit<br>for park users today? |          |         |
|-----------------|--|--------|-----|---|----------|---------|
|                 | High   | Medium | Low | Surplus   | Adequate | Deficit |
| Restrooms       | 17   | 8      | 14  | 5   | 28       | 6       |
| Portable toilet | 16   | 11     | 14  | 5   | 29       | 5       |
| Running water   | 14   | 10     | 15  | 4   | 21       | 12      |
| Shelter         | 11   | 18     | 10  | 4   | 22       | 11      |
| Warming house   | 9  | 17     | 15  | 4   | 20       | 10      |
| Park building   | 6  | 15     | 18  | 4   | 21       | 9       |
| Parking         | 16   | 18     | 5   | 6   | 28       | 6       |
| Other:          |  |        |     |   |          |         |

| Recreational Programming<br><i>*The City of Lake Elmo does not currently<br/>offer Recreational Programming*</i> | Is respondent interest in<br><u>City-offered Rec. Programming</u><br>High, Medium or Low? |        |     | Is currently available<br>programming (offered by<br>associations or others)<br>Adequate, in Surplus, or in<br>Deficit<br>for park users today? |          |         |
|--|---|--------|-----|---|----------|---------|
|  | High  | Medium | Low | Surplus   | Adequate | Deficit |
| Pre-school activities  | 7   | 3      | 28  | 4   | 16       | 7       |
| Youth day camps  | 7   | 7      | 23  | 4   | 15       | 9       |
| Youth sports   | 8   | 3      | 24  | 4   | 20       | 4       |
| Baseball   | 9   | 5      | 23  | 4   | 21       | 4       |
| Softball   | 7   | 5      | 24  | 4   | 19       | 4       |
| Soccer   | 9   | 5      | 23  | 4   | 20       | 4       |
| Football   | 8   | 6      | 23  | 4   | 18       | 6       |
| Hockey   | 9   | 4      | 24  | 4   | 18       | 6       |
| Tennis   | 5   | 7      | 24  | 4   | 17       | 5       |
| Volleyball   | 4   | 7      | 25  | 4   | 17       | 5       |
| Basketball   | 8   | 7      | 22  | 3   | 19       | 6       |
| Other:   |   |        |     |   |          |         |
| Youth Instructional<br>(dance, martial arts, arts and crafts, etc.)  | 3   | 8      | 24  | 3   | 8        | 8       |
| Adult Sports   | 1   | 5      | 25  | 3   | 16       | 4       |
| Baseball   | 1   | 9      | 25  | 4   | 19       | 4       |
| Softball   | 4   | 7      | 25  | 4   | 17       | 5       |
| Soccer   |   | 5      | 29  | 4   | 18       | 4       |
| Football   |   | 4      | 31  | 4   | 18       | 4       |
| Hockey   | 1   | 8      | 27  | 4   | 19       | 4       |
| Tennis   | 1   | 8      | 25  | 4   | 18       | 6       |
| Volleyball   | 2   | 7      | 26  | 4   | 19       | 4       |
| Basketball   | 3   | 7      | 25  | 3   | 18       | 5       |
| Other:   |   |        |     |   |          |         |
| Adult Instructional<br>(fitness classes, dance, martial arts, etc.)  | 8   | 12     | 13  | 3   | 12       | 10      |

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The Recreation Activity Menu included an "Other" category for respondents to fill in additional activities, interests, and comments. Below is a summary of the information that was written in the "Other" category. Some of these comments address items that were listed in the menu (such as campgrounds) as well as items that were not (such as fishing boat rentals).

Activities and Park Facilities, Indicated High Interest:

Water Park  
Fishing Boat Rental  
Cross-Country Skiing  
Trails (2)  
Dog Beach  
Off-leash dog area  
Trees and Native Grasses  
Natural Areas  
Interpretive Center  
Swimming Beach: indicated high interest, but not on Lake Elmo.

Comments Regarding Adequacy of Facilities:

Campgrounds: indicated adequate due to Lake Elmo Regional Park.  
Athletic fields, skating/hockey, and tennis: indicated adequate facilities.  
Various facilities: indicated adequate/more than adequate due to Lake Elmo Regional Park.  
Skating and hockey rinks: increase maintenance of existing facilities.  
Park building: indicated not needed.

Comments Regarding Deficit of Facilities:

Lake Elmo's boat launch: improvements needed.  
Trails: need to implement a plan for trails.  
Restrooms and Parking: needs vary from park to park.  
Parking: fields are adequate but need more parking.  
Full Court basketball and tennis courts: need facilities.

Recreational Programming Interest:

Youth Gymnastics: indicated high interest.  
Youth Wrestling, Gymnastics, Swimming: indicated low interest.  
Adults Pick-up Games: indicated medium interest.  
Adults Racquetball: indicated Medium interest.  
Youth and Adult Instructional: More needs beginning to be met. Central space with low fees would be used.  
There is a lack of programs for youth.  
The City of Lake Elmo does not have to duplicate existing facilities or programs.  
Not interested in City-offered programs.  
The school districts and athletic groups provide for current and future needs.

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## ***Benchmarking Study Summary***

### **APPLE VALLEY**

|                                  |   |
|----------------------------------|---|
| 2005 population estimate:        | 48,988 people   |
| Current acres of city park land: | 500 Acres of neighborhood parks +/-<br>400 Acres of community parks +/-   |
| Recreational program offerings:  | <p>City began offering recreation programming in the mid- to late sixties.</p> <p>Youth athletic organizations run most of the sports programs, with the city supplying the fields and providing help with coordinating field availability. Recreation supervisors attend monthly meetings with the organizations to help coordinate their efforts.</p> <p>Most popular adult programs are volleyball (2,000 participants) and softball (1,500 to 2,000 participants)</p> <p>Most popular youth programs are soccer &amp; then baseball/softball.</p> <p>Demand from the public was the initial factor for the city to provide recreational programming and staff. Now, recreation supervisors stay current on new trends and offer suggestions to the public to see if there is interest in new programs. It has gone from an initial reactive position to a more proactive position.</p> <p>They started with providing playing fields, then developed a couple of community centers and staff. They now have 102 athletic fields within their park system.</p> <p>There are 5 full time recreation supervisors in the Parks and Recreation Department.</p> |
| Sports complex:                  | <p>The City has 3 sports complexes, with potential for a fourth one in the future. The number of fields was determined from a combination of demand from the public and by referring to national standards. There is always pressure for more fields from the public, but there is also a realistic limit to land and resources available. The sports complexes serve families beyond the limits of the city, primarily following the school district boundaries which spill over into adjacent communities.</p> <p>Approximate level of service:</p> <p>Baseball/softball: 1/3,000<br/>Football/soccer: 1/3,000</p>  |
| Advice:                          | Get ahead of the curve in acquiring land and providing facilities before development occurs making it more difficult and expensive.   |

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## INVER GROVE HEIGHTS

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|                           |               |
|---------------------------|---------------|
| 2005 population estimate: | 33,195 people |
|---------------------------|---------------|

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|                                  |           |
|----------------------------------|-----------|
| Current acres of city park land: | 884 acres |
|----------------------------------|-----------|

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|                                 |  |
|---------------------------------|--|
| Recreational program offerings: | The city has offered recreation programming since the 1970s. It began as a sports-based program but has since branched out to a wide variety of programming types. In 2006 the Parks and Recreation department had four full time staff. |
|---------------------------------|--|

Inver Grove Heights has a Community Center jointly owned by the city and school district. The city works with the athletic associations and collaborates with surrounding municipalities to jointly offer trips.

The most popular city programs are programs for pre-schoolers and family events. Sports programs, both instructional and leagues, are also popular. The city offers programming based on local demand and also tries new ideas generated by staff. For example, due to a previously successful family skating, a seasonal "Skating with Santa" event is now held. One consideration is to offer a variety of activities, from more intensive with a more substantial fee to programming that is free.

For level of service standards, *The Inver Grove Heights 2020 Park Plan* has guidelines of 3 acres per 1,000 people for neighborhood parks and 5 acres per 1,000 for community parks.

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|                 |  |
|-----------------|--|
| Sports complex: | Inver Grove Heights has Rich Valley Athletic Complex. The complex has 6 softball fields, 3 baseball fields, and 4 soccer fields. It was built by the city with financial commitments from the athletic associations. The soccer fields are the most heavily used while the softball and baseball fields are used less often. If the space were to be redesigned, more soccer fields and fewer diamonds would better serve the community's needs. Lighted fields allow for fewer fields because of the increase in hours in which they can be programmed. |
|-----------------|--|

Approximate Level of Service:

Baseball/softball: 1/3,700

Football/soccer: 1/8,300

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|         |  |
|---------|--|
| Advice: | Partnering with other organizations is important. Do not be disheartened by failures in establishing recreation programming. It takes a few years for a program to get off the ground. |
|---------|--|

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## WOODBURY

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2005 population estimate: 55,341 people

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Current acres of city park land: 2,895 acres

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Recreational program offerings: The city offers adult programs, youth programs, special events, performing arts, supervised warming houses, facility rentals (buildings, shelters, fields), volunteer programs, collaborative programming with Woodbury Arts Connection, Woodbury Athletic Association, Woodbury Youth Athletic League, Woodbury Area Hockey, and Woodbury High School clubs.

The city provides facilities/fields and scheduling to associations and organizations running youth leagues. City Parks and Recreation Department coordinates with the YMCA, local cooperative housing, Community Education and others to avoid duplication.

City programming is designed to make use of the park system's existing facilities and to respond to community interest.

There are 7.5 full-time staff in the recreation division of the Parks and Recreation Department. There are 30.5 full-time staff in the entire department.

Woodbury does not use a level of service standard for park land. The city did its park plan in the mid-1980s and has been following it as a guide for park land needs.

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Sports complex: The city has a sports complex that primarily serves city residents. The Bielenberg Sports Complex has 8 softball/baseball fields, 6 soccer/football fields, indoor ice arena with 2 sheets of ice, field house, track, trails, sand volleyball, and picnic area.

Approximate Level of Service:

Baseball/softball: 1/6,900

Football/soccer: 1/9,200

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Advice: If starting a recreation program, begin by programming the facilities already in the system, such as playgrounds or warming house.

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## Level of Service Methodology

### EXISTING LEVEL OF SERVICE

|   |                                  |  |
|---|----------------------------------|--|
| Lake Elmo 2005 Population Estimate:                               |                                  | 7,966                                      |
| Forecasted Growth 2005 to 2010 is 450 additional persons per year |                                  |  |
| Lake Elmo 2006 Population Estimate:                               |                                  | 8,416                                      |
| Parks Classification  | 2006 Acres of Existing Park Land | Existing Level of Service, Acres per 1,000 |
| COMMUNITY PARK  | 308                              | 36.6                                       |
| NEIGHBORHOOD PARK   | 145.6                            | 17.3                                       |

### NEIGHBORHOOD PARKS

|                          | 2030 population | Acres, 11 acres per 1000 persons | Acres, existing parks | Acres needed by 2030 |
|--------------------------|-----------------|----------------------------------|-----------------------|----------------------|
| Village Area             | 3,025           | 33                               | 33                    | 0                    |
| South of 10th Street     | 11,275          | 124                              | 5                     | 119                  |
| North of 10th/Outside VA | 9,700           | 107                              | 98.4                  | 8                    |
| TOTAL                    | 24,000          | 264                              | 136.4                 | 127.6                |

11 acres per 1000 is derived from using the median of all existing neighborhood parks, which is approximately 6.4 acres, times 15, the total number of neighborhood parks.  $6.4 \times 15 = 96$  acres. This adjustment is to address outlier neighborhood parks with large acreage.

$96 \text{ acres} / 8.416 = 11 \text{ acres per } 1000$ .

8.416 is the 2006 population estimate divided by 1000.

### COMMUNITY PARKS

|                          |           |
|--------------------------|-----------|
| 2006 population          | 8,416     |
| 2030 population          | 24,000    |
| acres, existing parks    | 305       |
| Acres, 15 acres per 1000 | 360 acres |
| Acres needed by 2030     | 55 acres  |

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### **Level of Service for Sports Complex Fields**

The level of service (LOS) guidelines for fields and diamonds were developed in comparison to the LOS provided by local data, NPRA national guidelines, and national data collected by the Trust for Public Land. The Preference Menu, which indicated a deficit in athletic fields, was also considered.

The National Recreation and Parks Association LOS (last published in 1983) for baseball and softball diamonds, and soccer and football fields are:

- \* Baseball diamond: 1 per 5,000 population
- \* Softball diamond: 1 per 5,000 population
- \* Soccer field: 1 per 10,000 population
- \* Football field: 1 per 20,000 population

Based on a 2005 survey of 65 U.S. cities conducted by the Trust for Public Land Center for City Park Excellent, the LOS for baseball diamonds and soccer fields are:

- \* Baseball diamond: 1 per 6,300 population (average LOS)
- \* Baseball diamond: 1 per 1,900 population (greatest LOS)
- \* Soccer field: 1 per 12,500 population (average LOS)
- \* Soccer field: 1 per 2,600 population (greatest LOS)

The existing Lake Elmo LOS for lit baseball/softball diamonds provided in Lions Park and VFW Park are:

- \* Baseball/softball diamond: 1 per 4,200 population

It should be noted that Lake Elmo youth, through the Saint Croix Valley Athletic Association and the St. Croix Soccer Club, have access to the Lucy Winton Bell Athletic Fields located in Afton. This facility has 4 baseball/softball diamonds, 8 soccer fields, and 3 football fields. Today these fields are meeting the needs of Lake Elmo residents to some extent and will likely continue to serve some of the demand for fields by Lake Elmo residents.



# Trail Planning: Opportunities and Recommendations

*Lake Elmo Parks Commission / 4-15-2013*



# Presentation Overview

1. Review existing City policy pertaining to the development of trails in Lake Elmo.
2. Review potential funding opportunities related to the development of multi-purpose trails in Lake Elmo.
3. Staff recommendations pertaining to future trail planning efforts.



# Existing Policy

What does the existing Comprehensive Plan say about trails?

- “It is suggested two parallel processes be developed to establish priorities for implementing the trail system. The first should be a general overall priority for trails...[and second] a process should be set to help develop the simpler sections of trail.”

# Trail Funding Opportunities

1. Safe Routes to School (SRTS)
2. DNR Local Trail Connections Program
3. DNR Federal Recreational Trail Program
4. DNR Outdoor Recreation Grants
5. Other Possible Opportunities
  - a. MnDOT (i.e. CIMS or other corridor improvements)
  - b. MDH (Statewide Health Improvement Program)
  - c. Washington County Land and Water Legacy Program



## 1. Safe Routes to School (SRTS)

- Program Purpose: Safe Routes Minnesota provides funding to community and school groups to make improvements to the routes your children use to walk and bike to school.
- Eligibility: K-8 schools
- Funding is broken into two categories: 1) education and enforcement, and 2) planning and installation of infrastructure.
- Minnesota has \$3 million available for infrastructure grants and \$800,000 available for non-infrastructure and planning grants for 2013-14. All SRTS grants use federal funds, and no local match is required.

## 2. DNR Local Trail Connections Program

- Program Purpose: To provide grants to local units of government to promote relatively short trail connections between where people live and desirable locations, not to develop significant new trails.
- Funding priorities: Priority for trail project funding will be given to projects that provide significant connectivity.
- Eligibility: Eligible applicants include counties, cities, and townships.
- Level of assistance: Grants are reimbursement based up to 75 percent of the total eligible project costs.
- Anticipated funding for FY 2014 is \$805,000.

## 3. DNR Federal Recreational Trail Program

- Program Purpose: To encourage the maintenance and development of motorized, non-motorized, and diversified trails by providing funding assistance.
- Eligibility: Motorized and non-motorized trail projects; maintenance/restoration of existing recreational trails; development/ rehabilitation of recreational trail linkages....
- Level of assistance: Grants are reimbursement based up to 75% percent of the total eligible project costs.

## 4. DNR Outdoor Recreation Grants

- Program Purpose: To increase and enhance outdoor recreation facilities in local and community parks throughout the state.
- Eligibility: Cities, counties, townships and recognized tribal governments.
- How it works/funding: Provides matching grants to local units of government for up to 50% of the cost of acquisition, development and/or redevelopment of local parks and recreation areas.

## 5. Additional Opportunities

- a. MnDOT (i.e. CIMS or other corridor improvements)
- b. MDH (Statewide Health Improvement Program)
- c. Washington County Land and Water Legacy Program

Trail development is a 3 stage process:

- 1. *Prioritize.*** Identify most important trail projects according greatest needs and impacts.
- 2. *Research.*** Conduct additional research about funding opportunities to identify the high-priority projects that match well with funding opportunities.
- 3. *Strategize.*** Determine the budget of the project, finalize project design, assign responsibilities for the application process, and formulate a strategy to secure the funding for City's match.

